
**Minutes of the Annual Meeting of Peterstow Parish Council on
Wednesday 10th July 2024 at 7.00pm at St Peters Hall, Peterstow**

Present: Cllr's Brian Roe (Chairman), Brian Lampert, Rachel Underwood

In attendance: Claire Hall (Peterstow Parish Clerk)

1. To receive apologies for absence

Apologies received from Cllr Fletcher & Cllr Beggs

2. To receive declarations of interest & written dispensation requests.

None

3. To consider the minutes of the previous meetings held on Wednesday 8th May 2024

The minutes of the meeting held on the 8th May 2024 were APPROVED as accurate & signed by Cllr Roe.

4. Open Session

A period of 10 minutes to receive views of local residents on parish matters. - No views received.

5. Finance

To consider payment of all outstanding invoices within budget, including but not limited to:

- 5.1.1 Terry Griffiths Contracts – TGC2727 – £180 – Amenities Account – Approved
- 5.1.2 Terry Griffiths Contracts – TGC2725 – £288 – Roads Account – Approved
- 5.1.3 Terry Griffiths Contracts – TGC2738 – £180 – Amenities Account – Approved
- 5.1.4 Terry Griffiths Contracts – TGC2757 – £94.08 – Bins Account – Approved
- 5.1.5 Terry Griffiths Contracts – TGC2766 – £180 – Amenities Account – Approved
- 5.1.6 Terry Griffiths Contracts – TGC2780 – £94.08 – Bins Account – Approved
- 5.1.7 HMRC PAYE – May – June 2024 - £92 – Approved
- 5.1.8 HMRC PAYE – June – July 2024 - £92 – Approved
- 5.1.9 Clerks May Salary, as determined by the payroll provider – Approved
- 5.1.10 Clerks June Salary, as determined by the payroll provider – Approved
- 5.1.11 HALC Internal Audit Fee – H2238 – £300 – Approved
- 5.1.12 Clerks July Salary, as determined by the payroll provider – Approved
- 5.1.13 Autela Payroll Services – 14061 – Approved
- 5.1.14 Terry Griffiths Contracts – TGC2784 – £180 – Amenities Account – Approved
- 5.1.15 Terry Griffiths Contracts – TGC2806 – £273 – Roads Account – Approved
- 5.1.16 HMRC PAYE – July – August 2024 - £92 – Approved
- 5.2 Acknowledge payment of £275.80 to HMRC for April-July 2023 – Acknowledged
- 5.3 Update on switch to Unity Bank – All Councillors signed the paperwork for Unity Bank with the exception of Cllr Fletcher & Cllr Beggs. Cllr Underwood to liaise to with other Councillors to get the remaining signatures.
- 5.4 Clerk to update of payments received – The Clerk advised that payments had been received for the 2023-2024 VAT refund, Drainage Grant and the first half of the Precept for the 2024/2025 year.
- 5.5 Budget review for 2024-2025 to date. Councillors were given a copy of the budget report and were happy with the accounts thus far. The Clerk to ask for a detailed plan of work from the Lengthsman.

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5.6 PROW Grant update – The Clerk advised that paperwork had been submitted based on quotes from Terry Griffiths and paperwork has been received by Hereford Council. Hopefully further updates will be available in September.

6. Planning

To note applications determined by Herefordshire Council - None

7. Road Safety:

7.1 Any further updates of discussions with Highways.

The Chair is to draft a letter to Rt Hon Jesse Norman to raise awareness of the traffic and speeding issues that Peterstow has and to seek his help with reducing the speed limit through the village to 30 MPH.

7.2 Update from Cllr Lampert about possible locations for a new SID

Cllr Lampert carried out a survey on land beside the A49 from Pengethley to Peterstow Village. He concluded that there is not a suitable area for a new SID to be located along this stretch of road unless it is placed on Highways land which would come at a great cost to the Council.

7.3 Update on clearing of the speed van area on the side of the A49

Cllr Underwood is still trying to get in contact with the Tree Conservation Officer at Herefordshire Council.

8. Other

8.1 Update of village notice board.

The notice board has been delivered to Terry Griffiths who will erect for the Council.

8.2 Update on the NDP meeting from Cllr Beggs following the meeting on the 16th May.


Cllr Beggs to update the Council in September

8.3 To raise matters for discussion and note date and time of next meeting.

Next meeting will be on Wednesday 11th September at 7pm

Meeting closed at 19.52

Signed: _____



Dated: _____

11/09/2024