

PETERSTOW PARISH COUNCIL

Councillors are summoned to attend an ordinary meeting of Peterstow Parish Council on  
Wednesday 13<sup>th</sup> September 2023 at 7.00pm at St Peters Hall, Peterstow

MINUTES

**Present:** Brian Lampert (Vice Chairman), Sarah Beggs, Rachel Underwood & Jonathan Straker

**In attendance:** Claire Hall (Peterstow Parish Clerk), Ward Cllr Elissa Swinglehurst & Rebecca Fletcher

**1. To receive apologies for absence**

Apologies were RECEIVED and ACCEPTED from Cllr Roe

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

None

**3. To consider the minutes of the previous meetings held on Wednesday 12<sup>th</sup> July 2023**

The minutes of the meeting held on the 12<sup>th</sup> July 2023 were APPROVED as accurate & signed by Cllr Lampert

**4. Open Session**

**A period of 10 minutes to receive views of local residents on parish matters.**

No views received.

**5. To consider the co-option of a Parish Councillor for Peterstow Parish Council**

Rebecca Fletcher was unanimously voted into the position of Councillor

**6. Finance**

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

11.1.1 **Clerks August wages – as determined by the payroll services provider & Clerks Expenses - approved**

11.1.2 **Terry Griffiths Contracts – Total of £1632.24 as per the below – all below invoices were approved**

11.1.2.1 **TGC2317 - £87.12 – Bin account**

11.1.2.2 **TGC2334 - £528 – Road account**

11.1.2.3 **TGC2338 - £162 – Amenities account**

11.1.2.4 **TGC2349 - £87.12 – Bin account**

11.1.2.5 **TGC2367 - £408.00 – Amenities account**

11.1.2.6 **TGC2365 - £180 – Amenities account**

11.1.2.7 **TGC2375 - £180 – Amenities account**

Additional Item raised, change of bank accounts from HSBC to Lloyds. Due to the unforeseen delay in getting paperwork signed and returned to Lloyds the application has been declined and the process needs to be started again.

**7. Review Parish Council Policies**

**6.1 Standing order Policy - approved**

**6.2 Financial Regulations - approved**

6.3 Risk Management Policy - approved

6.4 Code Of Conduct - approved

**8. Road Safety:**

- a. **Update on pedestrian crossing on A49** – Included in the letter to Highways, no response as yet
- b. **Update on Traffic Restriction Order** – Cllr Roe to meet with Bruce Evans if Herefordshire Council and the Locality Steward to discuss the TRO on the 5<sup>th</sup> October 2023.
- c. **Update on letter to Highways.** The Clerk sent a letter to Highways with regards to speed limits, double white-lining and the feasibility of a pedestrian crossing. We are currently waiting on a reply to this letter.

Clerk was asked to contact the Dutchy with regards to the overgrown hedge from Bridstow to Peterstow that obscures the 40MPH signs when approaching the village.

**9. To consider agenda items for next meeting**

Collate a final list of all the plans the council wish to see implemented with regards to road safety.

Look at the possibility of inviting a Highways representative to a meeting to discuss the traffic problems within the village.

Cllr Underwood advised that she would be unavailable from Mid-October to the New Year and to take this into account with regards to sorting out the new banking forms.

**10. To note date of next scheduled meeting in St Peters Hall**

8<sup>th</sup> November 2023

Meeting closed at 19.34

Signed: 

Dated: 22/11/2023