

**PETERSTOW PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held on**  
**Monday 27<sup>th</sup> June 2022 at 20.00 at St Peter's Hall**

**Present:** Cllrs Rob Hunter (Chairman), Junior Brandt, Jonathan Straker, Sarah Beggs and Brian Lampert

**In attendance:** Emma Thomas (HALC Cover Clerk)

**1. To receive apologies for absence**

Apologies were RECEIVED and ACCEPTED from Cllrs: Brian Roe, Rachel Underwood  
It was NOTED that Ward Cllr Elissa Swinglehurst had also sent apologies.

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

None

**3. To consider the minutes of the previous meetings held on 5<sup>th</sup> January; 16<sup>th</sup> March and 4<sup>th</sup> May**

The Minutes of the 5<sup>th</sup> January 2022 were signed as accurate having been updated following the meeting on the 16<sup>th</sup> March 2022.

The minutes of the 16<sup>th</sup> March and the 4<sup>th</sup> May 2022 were both APPROVED as accurate and signed by the Chair.

**4. Finance**

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

- Terry Griffiths – Lengthsman Works - £447

The above invoice was APPROVED for payment.

**4.2 Review of insurance cover and approval of insurance renewal 2022/23 £290.94**

It was RESOLVED that the insurance schedule remained adequate for the coming years needs and the payment was APPROVED.

**4.3 To consider the Annual Governance and Accountability Return 2021-22 internal audit**

The internal audit was considered and the issues raised NOTED as needing rectifying

**4.4 To consider the Annual Governance Statements 2021-22 and sign the form**

The Annual Governance Statements were considered and marked appropriately. The form was signed.

**4.5 To consider the Annual Accounting Statements 2021-22 and sign the form**

The Annual Accounting Statements were considered, approved and signed.

**4.6 To consider eligibility for exemption from an external audit and sign the Certificate of Exemption as appropriate.**

The criteria for exemption from an external audit were considered. It was AGREED that these criteria did apply and the Certificate of Exemption was signed.

**4.7 To note the dates for the Exercise of Public Rights and Publication of Annual Governance and Accountability Return.**

The dates for the Notice of Public Rights were NOTED as being set for 29<sup>th</sup> June – 11<sup>th</sup> August 2022

**5. Footpaths:**

**5.1 To receive a report and consider action.**

It was REPORTED that the gate post on footpath BW21 had been installed. All footpaths had been walked in May and were found to be in good order.

**5.2 To consider Herefordshire Trail Improvement Project.**

It was NOTED that support had been emailed to Herefordshire Council with regards assisting with maintenance of the route. No response had been received. It was NOTED that improved signage of the route would be beneficial.

**6. Road Safety: To receive an update & consider action on:**

**6.1 Pedestrian crossing on A49.**

It was REPORTED that following traffic monitoring and the drawing up of a crossing plan, this scheme has now been presented to Highways England for budget prioritisation discussions. There is no guarantee that funding will be provided. Feedback is awaited.

**6.2 Traffic Restriction Order**

It was NOTED that Cllr Roe was still endeavouring to make contact with Balfour Beatty and Herefordshire Council about the possibility of putting a maximum vehicle size restriction on the highway leading to Man of Ross. The clerk suggested that Simon Hobbs is contacted at Herefordshire Council.

It was REPORTED that a meeting is due to be held on the 11<sup>th</sup> July with West Mercia Police; National Highways and a concerned parishioner, with regards speeding enforcement at Winters Cross. This meeting will also discuss the possibility of installing a SID on this section of highway. Cllr Brian Lambert has planned to attend.

Regarding highways it was NOTED that further Community Speed Watch training is awaited and that the recent Highways England diversion signs are causing visibility issues around the parish.

**7. To approve additional drainage work with Terry Griffiths Contracts - £4600 (of which £4299 is covered by additional grant funding)**

It was RESOLVED to approve the additional drainage work.

**8. Recruitment of new Clerk/RFO: To receive an update.**

The clerk REPORTED that HALC were hopeful that they had found a candidate for the position of clerk and would be in touch shortly.

**9. To raise matters for discussion and note date of next meeting.**

The following items were RAISED: NDP

The next meeting was NOTED as being on 7th September 2022 at 7.00pm

Cllr Rob Hunter tendered his resignation due to work commitments.

*The meeting closed at 20.46*

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_