

Brilley Parish Council

The Parish Councillors are summoned to the Ordinary Meeting of Parish Council meeting on
Monday 16th September 2024 at 7.30pm in Brilley Village Hall

AGENDA

- 1. To receive apologies of absence**
- 2. To receive declarations of interest and written applications for dispensation**
- 3. To adopt minutes of previous meeting – 13 May 2024**
- 4. Public Forum –**
 - 4.1. Ward Councillor – To receive report
 - 4.2. Local Residents – At Chairman's discretion, up to 10 mins will be allocated for the public to make representations, ask questions & give evidence in respect of any item on the agenda. Maximum of 2 mins per person is allowed. Item is not for comment on parish council discussions or decisions. Issues raised will be in public minutes and may be videoed or recorded.
- 5. Planning – to consider/note planning applications determined by Herefordshire Council**
 - 5.1 P24099/PA7 – Application for prior notification for proposed standard steel framed agricultural building.
Penbrilley Farm, Whitney on Wye, Herefordshire HR3 6HW
Determination Made – Prior Approval Not Required
 - 5.2 P241445/PA7 – Application approval notification for extension to existing agricultural building.
Pentremiley, Whitney on Wye, Herefordshire HR3 6HJ
Determination Made – Prior Approval Not Required
 - 5.3 Enforcement Action of Land East of Upper Bridge Court – update
- 6. Financial Procedures – To note financial position, bank reconciliation and consider the following payments and income against budget.**
 - 6.1 To agree payments can be made in accordance with budget
 - 6.1.1 Clerk salary for May as per the Contract of Employment
 - 6.1.2 Clerk salary for June as per the Contract of Employment
 - 6.1.3 P G Watts Lengthsman B24.02 £335.00
 - 6.1.4 P G Watts Lengthsman B24.03 £325.00
 - 6.1.5 Eyelid Productions Annual website support Inv-3585 £100.00
 - 6.1.6 Community First Zurich Insurance £152.62
 - 6.1.7 Autela Payroll Services (as at 27th August 2024) £205.62
 - 6.1.8 Clerk salary for July as per the Contract of Employment
 - 6.1.9 P G Watts Lengthsman B24.04 £325.00
 - 6.1.10 Clerk salary for August as per the Contract of Employment
 - 6.1.11 P G Watts Lengthsman B24.05 £320.00
 - 6.1.12 HALC H2260 Hosting & Domain for March 2024 – February 2026 £270.00
 - 6.1.13 Herefordshire Tree Warden Network Annual Subscription £30.00
 - 6.2 To note payments made between Parish Council meetings in accordance with budget –
NONE

**Unable to carry out bank reconciliation or make any payments due to NatWest Mandate issues
Clerk and Councillors to update accordingly and provide a full bank reconciliation when able to
do so**
- 7. Parish Reports and Issues –**
 - 7.1. Review banking situation
 - 7.2. PC Magazine and other communications
 - 7.3. Audit update

- 7.4. Insurance update
- 7.5. Correspondence
- 7.6. To appoint one member of the Council to review our website
- 7.7. To appoint one member of the Council to display the Agenda before our Parish Council meetings
- 7.8. Verges
- 7.9. Footpaths
- 7.10. Brilley web domain
- 7.11. PC Summit update

8. Items for next agenda (no discussion)

9. To consider date of next meeting- 11 November 2024

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