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**PENCOMBE GROUP PARISH COUNCIL**  
**Minutes of the Ordinary Meeting of Pencombe Group Council held on**  
**Tuesday 23<sup>rd</sup> April 2019**  
**Pencombe & Little Cowarne Parish Hall, 7.30pm**

**Councillors Present;**

Cllr T. Brazier (Chairman)

Cllr J. Barrett

Cllr C. Hayes

**In Attendance:** J. Eva (Parish Clerk)

**Members of the Public:** 3

**227/19 Apologies for absence**

**RESOLVED:** apologies of absence were received from Cllrs P. Hope, A. Legge and Ward Cllr B. Baker.

**228/19 Declarations of interest and written requests for dispensation**

**RESOLVED:** no declarations of interest and written requests for dispensation were received.

**229/19 Draft minutes of the Ordinary Meeting of the Parish Council held on 26<sup>th</sup> March 2019**

**RESOLVED:** the draft minutes were agreed and signed by the Chairman as a true record.

**230/19 Open session:**

230.1/19 No update was given as Ward Councillor B. Baker was not present.

230.2/19 To receive queries or concerns by local residents on parish matters.  
No queries or concerns were raised.

230.3/19 Parish Hall update – *see item 233.5.*

**231/19 Finance – to receive an update.**

231.1/19 HSBC bank balances

Members were informed that the bank balances on 21/04/2019 were as follows:-

- Community Account: £7,686.07
- Business Money Manager Account: £18,057.72

231.2/19 To note income received/due.

No.	Name	Amount £	Details
1	Plot 78	£130.00	EROB payment
2	Plot 90	£130.00	EROB payment

3	Herefordshire Council	£6,250	1 <sup>st</sup> Precept payment 2019/20
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**RESOLVED:** members noted the income.

231.3/19 To consider authorise payments due and note payments made since last meeting;

Payments due

No.	Name	Amount £	Details
1	Clerks Salary		April 19
2	Stationary	£6.96	2 <sup>nd</sup> Class postage stamps

**RESOLVED:** members approved the above payments due.

Payments made since last meeting

No.	Name	Amount £	Details
1	Herefordshire Council	£226.06	DD payment for Cemetery annual non domestic rates bill
2	HMRC	£204.60	PAYE
3	Autela Payroll Services	£47.00	Payroll process for Q4
4	K. Hodges	£10.80	Reimbursement for two keys that were cut for the noticeboard

**RESOLVED:** members noted the above payments.

231.4/19 To consider quotations for works to the parish hall roof  
Andrew Mottram informed members that six different contractors were asked to provide quotes to repair to the hall roof by replacing the dry verges on the gable ends. Three quotes were received with the best priced one from a local company at £3,000.

Cllr C Hayes confirmed that the work is essential for the maintenance of this valuable community asset and proposed that the Council pays the repairs with funds from the Village Hall Improvement budget - this was duly seconded by Cllr J Barrett.

**RESOLVED:** agreed that the Council will pay for the cost of the roof repairs at £3,000.

232/19 To agree arrangements for the appointment of a new Clerk from 1<sup>st</sup> May 2019.  
Members considered available options for the appointment of a new Clerk.

**RESOLVED:** to arrange for HALC cover for the next Council meeting and to appoint a new Clerk from within the local community.

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**233/19 Planning Applications**

Members considered the following applications; P191048, P191214/F, P191113/PA7 and P174672/L.

**RESOLVED:** the Council has no objections to the applications.

**234/19 Cemetery Update**

No update was provided.

**235/19 Lengthsman/Grass Cutting**

Members are satisfied with the work to date.

**236/19 Defibrillators – Little Cowarne**

Members were informed that the match funding from the event at the Three Horseshoes has been received for the purchase of the defibrillator.

**RESOLVED:** the Clerk to place the order for the defibrillator.

**237/19 Agenda items for discussion at next meeting.**

Councillors are asked to forward any items for discussion to the Clerk in good time before the next meeting.

**238/19** The date of next meeting is the annual meeting on 21<sup>st</sup> May 2019, at 7.30pm.

Signed..... Chairman of the Parish Council

Dated .....