

HOLME LACY PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT HOLME LACY VILLAGE HALL ON TUESDAY 14th MAY 2019

PRESENT: Cllrs M. Edwards, C. Harris, S. Lawson and T. Williams.

IN ATTENDANCE: J. Eva (Parish Clerk), L. Wilcox (CEO HALC) and Ward Cllr D. Summers.

PUBLIC: 2

1. To elect the Chairman of the Council.

PROPOSED: Cllr Lawson proposed Cllr Harris and this was seconded by Cllr Williams.

RESOLVED: Cllr Harris was appointed as Chairman for 2019/20 and signed the Chairman's Declaration of Acceptance of Office form.

2. To elect the Vice-Chairman of the Council.

PROPOSED: Cllr Harris proposed Cllr Williams and this was seconded by Cllr Lawson.

RESOLVED: Cllr Williams was appointed as Vice-Chairman for 2019/20.

All other Councillors present signed a Declaration of Acceptance of Office form.

3. To receive apologies for absence.

Apologies for absence were received from Cllrs Bishop (illness) and Riley (holiday).

4. To receive declarations of interest and written requests for dispensation.

None received.

5. To approved the Minutes of the last Parish Council meeting held on 19th March 2019.

RESOLVED: the minutes were approved and signed by the Chairman.

6. Village Hall and Playing Field

6.1 To receive an update and take necessary action on the Village Hall and Playing Field.

6.1.1 Village Hall

On 9th April the Parish Council organised a public meeting about the hall, appealing for local volunteers to form a new management committee. The meeting was well attended by 50+ residents, Councillors and Mrs Wilcox (HALC). Two steering group meetings have taken place since with another one planned for 23rd May.

Mrs Wilcox advised the Parish Council to facilitate this meeting for the formation of a new management committee, as per the constitution and answered a series of queries from the members of the public, regarding how and why the committee should be formed and where to find information resources to support such groups.

The following queries were raised;

a) Will the Council continue to provide financial support to the new committee?

- b) Need to source a signed copy of the village hall constitution?
- c) Which two Councillors will sit on the new committee?
- d) Will the bar area be cleared of the photos and signs before the new committee starts?

RESOLVED:

- a) Councillor's agreed to provide ongoing financial support to the new management committee, with a 12-month progress review in place.
- b) Cllr Lawson to make enquiries with the Hereford Diocese in relation to the hall constitution.
- c) To decide at the next meeting which two Councillors will represent the Council for 2019/20.
- d) The Chairman of the club has been asked to ensure the removal of all photos, club memorabilia and signs before the end of the football season, to enable redecoration.

Members were informed that the regular cleaners had not cleaned the hall in sometime and suspicions were raised that the company had gone out of business.

RESOLVED: to permit the Clerk to source several cleaning quotes and engage a suitably priced local company to clean the building throughout as a one-off job.

6.1.2 Playing Field

Members noted the following information;

- Account balance on latest bank statement = £813.84.
- A letter from the Clerk was delivered to the resident whose garden borders the field, informing them of the Council's intention to carry out annual tree maintenance in the autumn.

RESOLVED: to ensure the Playing Field is discussed regularly an item will be included on each Council agenda going forwards, rather than having three separate meetings a year.

6.2 To note the Village Hall accounts.

Members noted the 2018/19 accounts and the account balance as 21.03.19 = £6,730.64, excluding income from March and cash hire fees totalling £252.00.

This balance includes charity donations in the sum of £5,300, which is ringfenced specifically for future external refurbishments to the hall.

The Chairman informed members that due to an error with the account sort code it has not been possible for hirers to pay via bacs and some payments are therefore outstanding. Due to this error and the difficulty in attaining regular statements from Santander, the Chairman has formally notified the bank to close this account and issue a cheque for the final balance, which will then be deposited into a new Village Hall account with a new provider.

Mrs Wilcox left the meeting.

7. **Open Session (10 minutes)**

7.1 Ward Cllr Summers provided a brief update, as follows;

- Cllr Summers has requested a meeting with Jesse Norman MP to discuss the Causeway and road conditions - will keep Cllrs informed.
- School development – no change to report but Cllr Summers is pushing for more information.

Cllr Summers and two members of the public.

8. FINANCIAL MATTERS

- 8.1 Members noted the Parish Council current account balance = £22,986.82.
- 8.2 Members noted the spend against budget as presented.
- 8.3 Members agreed to the following payment; DC Garden Services...£288.00...mowing / strimming Holme Lacy Playing Field on 2nd, 16th and 30th April 2019.
- 8.4 Members noted the payments made since the last meeting.
- 8.5 To consider appointing an internal auditor for 2018/19 accounts.

RESOLVED: to employ HALC services for the 2018/19 Internal Audit at £200.00.

- 8.6 Members considered updating the current signatories on the Parish Council bank account and moving towards online banking.

RESOLVED: to appoint all Cllrs as signatories on the Parish Council account and move towards online banking.

9. Date of the next meeting.

Annual Parish Meeting – Tuesday 28th May at 7pm – 7:30pm
Extraordinary Parish Council meeting – Tuesday 28th May at 7:30pm.

Cllr Edwards was thanked for his time served as Chairman of the Council over the last few years.

There being no other business the Chairman closed the meeting.

Cllr C, Harris
Chairman

Signed: Date: