

Pipe and Lyde Parish Council

Minutes of an Ordinary Meeting of the Parish Council held on 21st September at
7pm, Kenchester Water Gardens

Present: Cllrs Alan Paske, Amanda James, Ron Davies, Phillip Meadwell, Ward Cllr
Pauline Crockett, 1 member of the public, Clerk Tanya Walshe

1. Apologies for absence – apologies received from Cllr Donna Flowers
2. Declaration of interest and Applications for Dispensation – none received

3. Minutes of previous meeting.

It was **RESOLVED** that the minutes of the previous meeting be approved as a true and accurate record.

4. Open session

4.1 Public Participation. A resident addressed the Council regarding pedestrian safety on the A49, particularly the difficulty experienced when crossing the road near the Church and the bus stops. The resident explained that the existing footway does not continue sufficiently far along the road, requiring pedestrians to cross the A49 to continue their journey. Concerns were raised regarding:

- The speed and volume of traffic on the A49;
- Poor visibility when crossing;
- The safety of elderly and less mobile residents;
- Children travelling to and from school;
- Access to the church and bus stops; and
- The effect of large vehicles passing pedestrians close to the carriageway

Members agreed that pedestrian safety was an ongoing concern. It was noted that the matter had previously been raised with Herefordshire Highways. It was agreed that the matter should continue to be pursued with Herefordshire Highways. **ACTION:** The Parish Council to write to Herefordshire Highways, regarding the continuing pedestrian safety concerns and the possibility of extending the footway.

- 4.2 Ward Councillors Report (Appendix A)

5. It was noted the matter of the previous clerk's salary had been dealt with.
6. Parish Newsletter. Members considered producing a parish newsletter/leaflet. An A4 leaflet had previously been circulated providing information about the Parish Council and explaining how residents could report issues such as potholes. Information from the local charitable trust had also previously been included. Members supported producing an update version. **ACTION:** Clerk to send old template to Cllr Amanda James who will update the information.
7. Bank Mandate and Online Banking. Members considered amendments to the Council's banking arrangements. The Clerk advised that she needed to be added to the account in order to administer online banking and set up payments. The Clerk would be able to prepare payments but would not be able to authorise them. Payments would require approval by authorised councillor signatories. Members discussed having more than two authorised approvers to ensure payments could still be authorised during periods of absence. A bank mandate was available for completion.
It was agreed that the necessary steps should be taken to add the Clerk to the account for administrative purposes and establish appropriate online banking access and authorisation arrangements. **ACTION:** Clerk to progress the bank mandate and online banking arrangements.
8. Items for the next agenda
Members requested the following items for inclusion on the next agenda:
 - Parish Leaflet
 - Precept and budget for the forthcoming financial year
9. Date of the next meeting: 2nd November 7pm, subject to confirmation of venue availability.

Meeting closed: 19:45pm

Tanya Walshe
Clerk to Pipe & Lyde Parish Council

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