

MATHON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

Held on Wednesday 1st MARCH 2017 at 7.30 pm. in Mathon Parish Hall

Present:- Cllr S Harte (Chairman), Cllr T Ainscough, Cllr N Walker , Cllr C Green, Cllr P Davies

In attendance: Mrs D Taylor (Clerk), Mr David Baldwin & Mr Chris Rouse (Malvern Hills Conservators), Mr Mark Tansley (Herefordshire Planning Services) plus two members of the public

Apologies for absence: Cllr R Lawrence

DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS (DPI) or other DISCLOSABLE INTERESTS falling within the terms of para 12(4)(b) of the Code of Conduct.

No requests had been received by the Clerk relating to any items on the present Agenda (Sec 33 of the Localism Act 2011).

The Chairman adjourned the Meeting for Public Question Time/Participation.

PUBLIC QUESTION TIME

- (a) No questions from members of the public
- (b) At the Council's request, Mr Mark Tansley, Senior Planning & Enforcement Officer attended the meeting and gave a presentation on the planning and enforcement processes undertaken by Herefordshire Council. Planning applications, once they have been registered and validated, are determined in accordance with the development plan unless material considerations indicate otherwise. Enforcement procedures will only be carried out if there has been a breach of planning conditions. The Planning Department deals with about 600 complaints in a year, and if a breach is identified, then a Notice could be served.
- (c) **PCSO/Police** – One incident of a local stables being broken into and a lawnmower stolen.
- (d) **Herefordshire Councillor** - No Report
- (e) **Malvern Conservators** – Mr David Baldwin & Mr Chris Rouse reported to the meeting. Mr David Baldwin reported on the work of the Wildlife Panel who monitor the wildlife on the hills. A very diverse range of wildlife was flourishing on the hills, including moths, dormice, 14 species of waxlap, bats, relatively rare birds such as flycatchers and coal tits, great crested newts, snakes, slowworms and even polecats were alive and flourishing. Mr Chris Rouse reported that the restructuring of the Conservators was continuing, with a proposed reduction on the numbers of representatives on the Board. A consultation process was being started with local stakeholders to obtain their views on the new proposals.

The Chairman re-opened the Meeting

The Minutes of the Parish Council Meeting held on 4th January 2017 were approved and signed. Proposed by Cllr N Walker and seconded by Cllr C Green.

1389/17 ACTIONS TAKEN FROM LAST MEETING - (all covered by the Agenda)

1390/17 FOOTPATHS/P3

Cllr T Ainscough confirmed that the Footpaths Maintenance Plan for 2017/18 had been submitted to Balfour Beatty. The Council had also applied for a P3 grant of £1K with the Council paying £300 on top of this as their contribution to the scheme. The footpath bridge at the back of Badgers had been repaired. The Clerk was asked to check on the insurance liability for repairs/maintenance of footpath bridges/stiles

etc. undertaken through the P3 Scheme. Who would be held responsible in the case of injury and/or accident?

1391/17 MATHON PARISH HALL

- (a) Parish Map - Cllr T Ainscough reported that although the Parish map had now been removed from the wall he was still awaiting a visit from the Conservation Officer.
- (b) Parish Hall - Cllr S Harte reported that the AGM of the Parish Hall had been held on 24th January. All existing officers remained for the next 12 months.

1392/17 FINANCE

To consider payment of Accounts:-

- (a) Clerk's Salary - February/March 2017 - £313.38 (net) - Proposed by Cllr N Walker and seconded by Cllr S Harte.
- (b) Footpaths – P3 Scheme. Mr E Stewart £135.00 Proposed by Cllr P Davies and seconded by Cllr C Green
- (c) Footpaths – P3 Scheme - Hadley Bros £85.00. Proposed by Cllr S Harte and seconded by Cllr N Walker
- (d) HMRC – PAYE Jan/Feb/March 2017 - £117.00 – Proposed by Cllr S Harte and seconded by Cllr P Davies
- (e) Clerks Office 1st Oct 2016 – 31 March 2017 - £70.00. Proposed by Cllr N Walker and seconded by Cllr P Davies
- (f) Clerks Expenses – 1st Oct 2016 – 28th February 2017 - £79.29. Proposed by Cllr C Green and seconded by Cllr N Walker
- (g) Mathon Parish Hall Hire Fee – Planning Meeting 7/12/16 - £10.00. Proposed by Cllr P Davies and seconded by Cllr N Walker
- (h) Internal Audit Review 2016/17 & Appointment of Auditor - The Council noted and agreed the Internal Audit checklist for the 2016/17 Account, which was signed by the Chairman. It was proposed by Cllr N Walker and seconded by Cllr S Harte that Mr Hugh Wagstaffe be asked by the Clerk to be the internal auditor for the Accounts to 31st March 2017.

1393/17 PLANNING

- (a) Tree House Farm - As previously reported, the Clerk had found in some old planning files, paperwork relating to the agricultural planning permission at Tree House Farm, and had sent a copy of this to Mr Steve Davies for his information. She had received a reply from Steve Davies (the Enforcement Officer) who had looked into this. The advertisement for letting part of the property was for bed & breakfast accommodation, and he had been advised that as long as the main occupant complies with the agricultural condition in the planning permission then they are not in breach.
- (b) To consider the following planning applications :-
 - App No: 170246
 - Site: The Granary, Mathon, Malvern WR13 5PD
 - Description: Proposed construction of a three bay oak frame cart shed/garage
 - Applicant: Mr R Lawrence
 - Grid Ref: OS 373832,244219
 - App Type: Full HouseholderThe Council considered this application and had no objections to it.
- (c) App No: 170247
 - Site: Thumpers Patch, Mathon, Malvern WR13 5PD
 - Description: Proposed construction of three bay oak frame cart shed/garage
 - Applicant: Mr H Cowell
 - Grid Ref: OS 373820,244184

App Type: Full Householder
The Council considered this application, and had no objections to it.

1394/17 HIGHWAYS

Complaints :-

- (a) Salt Bin request – Southend Lane. The Council considered this request again from Mr J Critoph. After some considerable discussion, the Council decided to maintain their long held view not to provide extra salt bins, especially in view of the escalating costs of providing and refilling a bin.
- (b) Water flowing across the road and not getting away, round through the bends on the C117 past Wheatcroft. This had now been fixed.
- (c) Potholes by the entrance to Rooks View, Moorend Cross. Cllr C Green and Neil James were dealing with this.
- (d) Verge becoming potholed along the edge of the road, creating a hazard for drivers by the warning posts between Netherley & Overley Drives. Case Ref: CAS-612319-V8X2Y2 This was still outstanding – Clerk to chase.
- (e) 30 mph sign damaged and turned round 90 degrees. Mathon sign fallen off. Parish boundary/Harcourt Road, Mathon. Case Ref: CAS-619091-J9N8T5. This had not yet been dealt with – Clerk to chase.
Two further issues logged by the Clerk, but not accepted by the Highways Map software system, so the Clerk had put these on a complaint form as follows:-
- (f) Overhanging trees below Knell cottages, alongside the stream which are the responsibility of Herefordshire Council - and
- (g) Potholes getting larger at the Knell/Knell Cottages in the same location.

1395/17 CLIFFE ARMS

Nothing to report at the moment

1396/17 ANNUAL PARISH MEETING

Both the Chairman and the Clerk had received a letter from the Director of Malvern Hills Conservators asking for an opportunity to meet with the Parish Council to explain proposals on the future governance of the Conservators. An in depth review of the governance structure had been taking place over the last 12 months, but any changes were subject to the approval of the Charity Commission and Parliament. The Conservators were also required to undertake a rigorous consultation process with stakeholders (such as Mathon PC) and the public. The Clerk had taken advice from HALC regarding this approach by the Director, and Lynda Wilcox had advised the best course of action would be to hold this Consultation at the Annual Parish Meeting, which is an open meeting for all parishioners to attend. Best Practice is for the Annual Parish Meeting to be held on a separate date from the Annual Council Meeting. The Chairman therefore suggested that the Annual Parish Meeting be held on **Wednesday 5th April at 7.30 pm** in Mathon Parish Hall – the Clerk to send an invite to Duncan Bridges to speak at this meeting, and post notices/adverts for the meeting. The Council agreed to this suggestion.

1397/17 CORRESPONDENCE - all relevant correspondence had been e-mailed to Cllrs.

1398/17 NEXT MEETING DATE - Wednesday 3rd May 2017 at 7.30 pm.

..... Chairman

..... Date

