

MATHON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

Held on Wednesday 2nd MARCH 2016 at 7.30 pm. in Mathon Parish Hall

Present:- Cllr S Harte (Chairman), Cllr P Davies, Cllr N Walker, Cllr R Lawrence

In attendance: Mrs D Taylor (Clerk), Mr David Baldwin (Malvern Hills Conservators), Mr Chris Rouse (Malvern Hills Conservators)

Public Attendance – None

Apologies – Cllr T Ainscough, Cllr C Green

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) **PCSO/Police** – No reported crime
- (b) **Herefordshire Councillor** - No Report
- (c) **Malvern Conservators** – Mr David Baldwin reported to the meeting, together with Mr Chris Rouse (Chairman of the Land Management Committee). The Conservators had appointed a new Director – Mr Duncan Bridges. The work of the Conservators covered a huge range of responsibilities, not least the importance of creating the right environment for wild life to flourish. The Conservators had created a WildLife Panel, who were busy collecting data on this subject – as an example so far they had tracked 32 species of butterflies, a huge range of birds including pied flycatchers, skylarks and a breeding pair of peregrine falcons to name but a few. Also included in the survey were moths, snakes, dormice and harvest mice, bats, deer and snakes. All this wildlife was as a result of the careful conservation of sites and land management by the Conservators, their support teams and volunteers. The Events Programme was in the process of being finalised, and many of the new events for 2016 would be linked to the survey being carried out.
- (d) **Footpaths** - The Chairman and Clerk reported that Mr Geoff Fielding had resigned as Footpaths Officer for Mathon. Unfortunately for Mathon, Geoff had many other commitments, both Parish Council and family, and was in the process of cutting down his activities in a number of areas. Cllr N Walker proposed a vote of thanks to Geoff for all his hard work as Footpaths Officer and this was endorsed by all members present. The Clerk was asked to compose an advertisement for a new Footpaths Officer. The Clerk had already completed an “Expression of Interest” form for the Balfour Beatty/Hfds Council P3 Scheme for 2016/17.

The Chairman re-opened the Meeting

The Minutes of the Parish Council Meeting held on 13th January 2016 were approved and signed. Proposed by Cllr N Walker and seconded by Cllr P Davies. The Minutes of the Planning Meeting held on 3rd February 2016 were approved and signed. Proposed by Cllr N Walker and seconded by Cllr S Harte.

1317 ACTIONS TAKEN FROM LAST MEETING

The Clerk confirmed that she had asked Rotary Printers for the numbers of hits to the Parish Council website, but despite repeated requests, so far no figures had emerged. As soon as she had the information she would let Councillors know.

1318 MATHON PARISH HALL

- (a) Parish Map - No further information on this at the moment as Cllr T Ainscough was away on holiday.
- (b) No further reports

1319 FINANCE

To consider payment of Accounts:-

- (a) Clerk's Salary - February/March 2016 - £302.40 (net) - Proposed by Cllr S Harte and seconded by Cllr R Lawrence.
- (b) HMRC PAYE (Jan/Feb/March 2016) £113.40 Proposed by Cllr N Walker and seconded by Cllr R Lawrence.
- (c) Ted Stewart – Footpaths January 2016 – £52.50 - Proposed by Cllr P Davies and seconded by Cllr N Walker .
- (d) Clerk's Expenses – 1st October 2015 – 31st March 2016 - £87.81. Proposed by Cllr R Lawrence and seconded by Cllr P Davies
- (e) Clerk's Office Allowance – 1st October 2015 – 31st March 2016 - £70.00 Proposed by Cllr N Walker and seconded by Cllr P Davies.
- (f) Herefordshire Council – Recharges for Elections 7th May 2015 - £37.80. Proposed by Cllr N Walker and seconded by Cllr S Harte
- (g) HALC/Nalc Affiliation Fee/subscription 2016/17 - £335.12. Proposed by Cllr P Davies and seconded by Cllr S Harte
- (h) ICO – Data Protection Fee - £35.00. Proposed by Cllr N Walker and seconded by Cllr P Davies
- (i) Internal Audit checklist & appointment of Auditor - The Council noted and agreed the Internal Audit Checklist for 2015/16 Accounts, which was signed by the Chairman. The Clerk reported that Mr Hugh Wagstaffe had agreed to be the internal auditor for Mathon Parish Council Accounts for the year ending 31st March 2016.

1320 TRANSPARENCY CODE – Grant Applications

The Clerk reported that the grant she had applied for a grant towards the cost of setting up the Parish Council website was still being processed. She was chasing HALC about this.

1321 DEFIBRILLATOR SCHEME

The Council considered the idea of purchasing a defibrillator and installing it in the public phone box outside the Cliffe Arms. The phone box could be purchased for £1 from BT. After some discussion, the Council decided against this proposal.

1322 PENSION ENROLMENT

The Clerk reported that she had started to complete the Compliance Return.

1323 THE HOME FRONT

The Clerk circulated a letter from Herefordshire Council First World War Committee which was encouraging communities to recognise the commitment, hard work and sacrifices made by the civilian population during the First World War. The Clerk agreed to publish this in the Mathon Newsletter.

1324 PLANNING

The Clerk reported that as requested she had passed on to Mr David Thomas, the Enforcement Officer, information that the access still being used and the possible change of use of other buildings on the site. Mr Thomas has responded by saying he would be arranging a visit and had also received a further application for the retention of the access. The Clerk had subsequently been informed that Mr Thomas had moved areas and a new Officer – Mr Stephan Greateorex-Davies would be taking his place. The Clerk was still waiting to hear what action was likely to be taken.

1325 HIGHWAYS

- (a) The verge between Overley and Netherley junctions - Warning posts had now been erected in the correct place.
- (b) Potholes – very bad potholes along Harcourt Road and Lane – some of these had now been filled in, but had already started to break down.
- (c) Potholes Hackney Cross to Mathon Road – these have been filled in.
- (d) Cllr N Walker reported that the sign at Hackney Cross to Cradley and another to Colwall & Coddington had been damaged and was hanging down from a broken bracket. The Clerk to report this to Highways.

1326 CLUSTER GROUP

The Chairman reported that a Cluster Group meeting would be held later in March.

13127 CORRESPONDENCE - The Council noted the correspondence.

1328 MATTERS FOR FUTURE AGENDA

Footpaths Officer

1329 NEXT MEETING DATE - Wednesday 4th May 2016. This would be the Annual Parish Meeting starting at 7.00 pm followed by the Annual Parish Council Meeting. The date for the July meeting of the Council would be moving from 6th July to 3rd August (due to the Clerk’s holiday dates)

..... Chairman

..... Date

