

MATHON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL ANNUAL MEETING Held on Wednesday 3rd MAY at 7.30 pm. in Mathon Parish Hall

Present:- Cllr S Harte, Cllr T Ainscough, Cllr N Walker , Cllr C Green, Cllr P Davies, Cllr R Lawrence

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

Election of Chairman: Cllr S Harte was elected Chairman – proposed by Cllr N Walker and seconded by Cllr C Green

Apologies for absence: Mr David Baldwin (Malvern Hills Conservators)

Election of Vice-Chairman: Cllr C Green was elected as Vice-Chairman – Proposed by Cllr T Ainscough and seconded by Cllr S Harte

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 public questions
- (b) **PCSO/Police** – Nothing of note to report, However, there had been some house burglaries in Eastnor/Parkway (jewellery) and shed burglaries in Ledbury.
- (c) **Herefordshire Councillor** - No Report
- (d) **Malvern Conservators** - Mr Chris Rouse reported to the meeting. The restructuring of the Conservators was continuing, with a proposed reduction of the numbers of representatives on the Board. Approximately £17-£18K had been spent on paths during the year, including the path to St Annes Well which had been greatly improved. The proposed fencing of common land would improve the amount of stock grazing.

The Chairman re-opened the Meeting

1399/17 STANDING ORDERS

The Model Standing Orders were noted by the Council. These had been adopted in July 2014

1400/17 CODE OF CONDUCT

The Code of Conduct was noted by the Council. This Code had been adopted in July 2012

1401/17 FINANCIAL REGULATIONS

The Council noted the Financial Regulations which had been adopted in September 2016

1402/17 RISK ASSESSMENT

The Council noted the Risk Assessment Schedule prepared by the Clerk and circulated to all Councillors. Included in this schedule was Insurance cover due for renewal at the end of May 2017.

1403/17 ANNUAL INSURANCE REVIEW

The Clerk informed the Council that the current year was the third year of a three year tie-in with Came & Co for Parish Council Insurance. The premium had increased by £11.97 to £288.46. This was mainly due to the increase in Insurance Tax by central government from 9.5% to 12% from last year. The Council approved this payment (see Finance item)

1404/17 APPOINTMENTS TO OUTSIDE BODIES

- (a) Parish Council Member – Mathon Parish Hall Management Committee - Cllr S Harte was Proposed by Cllr P Davies and seconded by Cllr R Lawrence.
- (b) Mathon Parish Council Representative onto the Malvern Hills Board of Conservators – Mr David Baldwin had been appointed at the Council Meeting held on 2nd September 2015. This appointment is held until 1st November 2019.

The Minutes of the Parish Council Meeting held on 1st March 2017 were approved and signed. Proposed by Cllr P Davies and seconded by Cllr N Walker. The Minutes of the Council Planning Meeting held on 5th April 2017 were approved and signed. Proposed by Cllr C Green and seconded by Cllr N Walker.

1405/17 FOOTPATHS P3

The Clerk confirmed that she had sent the Footpaths Contract to Mr Ted Stewart, but had not yet received it back. Cllr T Ainscough reported that he was putting together a Footpaths Adoption Scheme whereby local footpath walkers and dog walkers could be involved in reporting any footpaths problems. He was hoping to attract enough people to cover all the paths in the area. This excellent idea was unanimously approved by the Council. The Clerk confirmed that Balfour Beatty was responsible for the safety and upkeep of footpath/bridleway bridges and Herefordshire Council holds the insurance liability for footbridges. Our Footpaths contractor also has to hold a liability insurance cover.

1406/17 MATHON PARISH HALL

- (a) Parish Map - Cllr T Ainscough reported that he had held a meeting with Liz Bowerman the Conservation Officer from Herefordshire Council. Her view was that the Parish Map had been saved by taking it off the wall. The solution might be to have the Map photocopied and hung in the Hall, rather than displaying the original which was showing serious signs of deterioration.

1407/17 FINANCE

To consider payment of Accounts:-

- (a) Clerk's Salary - April/May - £337.50 (new rate -net) - Proposed by Cllr N Walker and seconded by Cllr C Green.
- (b) HMRC PAYE – April/May/June 2017 (new rate) £126.00. Proposed by Cllr P Davies and seconded by Cllr S Harte.
- (c) Came & Co – Insurance renewal 2017/18 - £288.46. Proposed by Cllr P Davies and seconded by Cllr N Walker.
- (d) M Griffiths – Payroll Services 2016/17 - £65.00. Proposed by Cllr R Lawrence and seconded by Cllr P Davies
- (e) CPRE subscription 2017/18 - £36.00. Proposed by Cllr N Walker and seconded by Cllr R Lawrence.
- (f) HALC subscription Fee/NALC affiliation fees 2017/18 - £3436.67. Proposed by Cllr S Harte and seconded by Cllr R Lawrence.
- (g) Approval of Year end Accounts to 31 March 2017. The Accounts had been internally audited by Mr Hugh Wagstaffe and circulated to all Councillors. The Accounts were approved. Proposed by Cllr S Harte and seconded by Cllr N Walker.

1408/17 ANNUAL AUDIT RETURN 2016/17 - Approval of Section 1 – Annual Governance Statement.

(Signed by the Chairman and the Clerk)

1409/17 ANNUAL AUDIT RETURN 2016/17 - Approval of Section 2 – Accounting Statement

(Signed by the Chairman and the Clerk)

1410/17 GRANTS/DONATIONS

The Council considered the following :-

- (a) Mathon Parish Council (1st half grant) - £675.00. This was deferred until later in the year.
- (b) Mathon P.C.C. - £850.00. This was approved. Proposed by Cllr S Harte and seconded by Cllr P Davies.

1411/17 PLANNING

The Council considered the following Planning Application:-

- (a) Ref No: 170173
- Site: Tree House Farm, Moorend Cross, Mathon, Worcs WR13 5PR
- Description: Proposed access modifications onto the B4220
- Applicant: Ms Pamela Allan
- Grid Ref: OS 372226,246032
- App Type: Planning Permission

The following comments were sent to Herefordshire Planning Services :-

Mathon PC would like to point out the errors in the Highways statement – paras 12 and 14. There have never been two access points onto the B4220 as stated in this document. There was one redundant and completely overgrown access point at the top corner of the field, but it has not been used for years. A further access point comes out onto the lane C117 – not onto the B4220. The Council also wish to object to the amount of hedgerow that is going to be removed to create this new access. Maintenance of the countryside and preserving hedgerows is part of Hereford Council’s Strategic Plan. This application appears to remove hedgerows without any compensatory benefit to the environment.

1412/17 HIGHWAYS

- (a) Potholes by the entrance to Rooks View, Moorend Cross. This problem still to be resolved.
- (b) Overhanging trees below Knell cottages, alongside the stream. Cllr S Harte to investigate.

1413/17 CLIFFE ARMS

Nothing to report at the moment

1414/17 CORRESPONDENCE - all relevant correspondence had been e-mailed to Cllrs.

1415/17 NEXT MEETING DATE - Wednesday 26th July 2017 at 7.30 pm.

..... Chairman

..... Date

