

MATHON PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL
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25th June 2020

A **Virtual (via Zoom)** Meeting of the Parish Council will be held on Wednesday 1st July 2020 at 7.30 pm. Any parishioner wishing to join the meeting and/or address the Council **MUST** advise me of their wish to do so not less than 24 hours prior to the meeting to obtain the passcode and ID for the meeting.

Diana Taylor

DIANA TAYLOR (Mrs)
Clerk to Mathon PC

PARISH COUNCIL MEETING – 1st July 2020 NOTICE & A G E N D A

Due to the current coronavirus situation, Government legislation states that there is no lawful requirement to hold an Annual Council Meeting this year. All appointments agreed at the 2019 Parish Annual Council Meeting or subsequent meetings held in 2019 will remain in place until next year - 2021

1. Apologies for absence
2. **Declarations of Interest :**
 - (a) **Councillors are reminded of the need to complete/update their Register of Interests form.**
 - (b) **To declare any Disclosable Pecuniary Interests in items on the Agenda and their nature.**
 - (c) **To declare any Other Disclosable Interests in items on the Agenda and their nature.**

Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of the Code of Conduct, must move into the virtual waiting room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3. To consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) – written requests to be with the Clerk at least 4 days prior to a meeting.

The Meeting will be adjourned for Public Question Time. (The time allocated is at the discretion of the Council/Chairman). Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration at the discretion of the Chairman. *Members of the public are reminded that by doing this the matters for discussion may be included in public Minutes, and should give their consent to this prior to any discussion. The Chairman will give members of the public the chance to withdraw from the meeting if they so wish. Members of the public may not take part in the Parish Council Meeting itself.*

Members of the public present are invited to make a short Presentation to the Council

4. (a) Public Questions/Presentations
(b) CSO/Police – Report
(c) Herefordshire Councillor
(d) Report – Malvern Hills Trust
(e) Footpaths – Mrs S James – Footpaths Officer

The Chairman re-opens the Meeting

5. To note Standing Orders (adopted July 2018)
6. To note Herefordshire Council Code of Conduct 2018 (adopted May 2019)
7. To **Adopt** the new Financial Regulations 2019 (previously e-mailed to Cllrs for the March Meeting)
8. To note/review the Council’s Risk Assessment Schedule
9. To approve and sign the Minutes of the Parish Council Meeting held on 4th March 2020

10. Actions taken from last meeting (if not covered by Agenda)

11. Mathon Parish Hall
 - (a) Parish Map
 - (b) Other Reports – (*Cllr S Harte*)

12. **FINANCE -**
To consider payment of Accounts:-

Cheques agreed for payment (via e-mail) after PC Meeting on 4th March 2020 but requiring Minuted Approval :-

- (a) Cheq No 563 – DWT Clerk’s Salary for April/May 2020; Cheq No 564 – M Griffiths payroll services 2019/20; Cheq No 565 – Came & Co Insurance; Cheq No 566 – Rotary Printers website updates; Cheq No 567 – Hadley Bros – Mowing & Strimming

New cheques for approval at this meeting :-

- (b) DWT - Clerk’s salary for two months (June/July 2020) (PAYE deducted)
- (c) Rotary Printers Ltd – to be advised
- (d) Herefordshire Council – Elections May 2019 charges
- (e) HMRC PAYE – April/May/June 2020
- (f) Duffy Regan & Co – Fee for Internal Audit of Mathon Year End Accounts 2019/20

(g) Consider & Approve Year End Accounts to 31 March 2020 - internally audited (these to be signed & dated by the Clerk & Chairman)

13. **Approval of Annual Audit for Accounts to 31st March 2020 (as an “Exempt” Authority)** - statement of exemption certificate to be signed by the Clerk & Chairman
 - (a) **ANNUAL AUDIT RETURN 2019/20** – Approval of Section 1 - **Annual Governance Statement** (to be signed by Clerk & Chairman)
 - (b) **ANNUAL AUDIT RETURN 2019/20** – Approval of Section 2 – **Accounting Statement** (to be signed by Clerk & Chairman)

14. To consider and approve the following Grants/Donations
 - (a) Mathon Parish Hall – first half of grant
 - (b) Mathon P.C.C. graveyard maintenance grant
15. Reports (if applicable and not covered by Agenda items)
 - (a) Chairman
 - (b) Clerk
16. **VILLAGE GREEN** - Rundlemead
Topsoil request (*Clerk has passed this on to Giga Clear*)
17. **PLANNING**
 - (a) App No: 191879 – Thumpers Patch, Mathon. Clerk has established that this was approved by Herefordshire Planning in July 2019 and did not require prior approval or consultation with the Parish Council under the Agricultural & Forestry Buildings & Operations Regulations.
 - (b) App No 193591 – The Barn, adjacent to Tadpole Cottage, South End Lane, Mathon WR13 5PB. Appeal against Hfcs Council refusal of Planning Permission for conversion of Threshing Barn - Appeal Ref: APP/W1850/W/20/3245541. Appeals Inspector Stuart Willis has **allowed this appeal** and planning permission is granted for the conversion.
18. **HIGHWAYS**
 - (a) Ongoing problems with potholes at the entrance to Rooks View at Moorend Cross. Clerk has e-mailed Co Cllr T Johnson (13 March 2020) and has sent a follow-up e-mail to him. No reply as yet.
 - (b) Potholes – entrance to the Moat on the C117 Hackney Cross to Mathon Road HC Ref: CAS-748259-B0BF4 – BB Ref 11080970. These have now been repaired.
 - (c) Potholes below Wheatcroft towards Hackney Cross. HC Ref: CAS-754845-K9H2P0 – BB Ref: 11084835. This work has not yet been done.
 - (d) Blocked Culvert – water running down hill the full width of the road between Burford Farm and Dobbins Farm on the Colwall Road before Ham Green. HC Ref: CAS-754847-T8C5V0 - BB Ref: 11084836. This work has been referred to drainage.
19. **CLIFFE ARMS**
Clerk has contacted the Case Officer – no appeal against the Planning Refusal has been received.
20. Matters for future Agenda
21. Next Meeting date – **Wednesday 2nd September 2020**