

# MATHON PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL  
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24<sup>th</sup> February 2021

A **Virtual (via Zoom)** Meeting of the Parish Council will be held on **Wednesday 3<sup>rd</sup> March 2021 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**  
Clerk to Mathon PC

## PARISH COUNCIL MEETING – 3<sup>rd</sup> March 2021 NOTICE & A G E N D A

**Due to the current coronavirus situation, all appointments agreed at the 2019 Parish Annual Council Meeting or subsequent meetings held in 2019/20 will remain in place until May 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 - *Cllr K Perkins/Clerk to report*

**The Chairman re-opens the Meeting**

5. To approve and sign the Minutes of the Parish Council Meeting held on 6<sup>th</sup> January 2021
6. Actions taken from last meeting (if not covered by Agenda)
7. Mathon Parish Hall
  - (a) Parish Map
  - (b) Other Reports – (*Cllr S Harte*)
8. **FINANCE -**  
To consider payment of Accounts:-
  - (a) DWT - Clerk's salary for two months (February/March 2021 (PAYE deducted)
  - (b) Rotary Printers Ltd
  - (c) HMRC – PAYE – Jan/Feb/March 2021
  - (d) Clerk's Office – October 2020 – March 2021
  - (e) Clerk's expenses – October 2020 – February 2021
  - (f) HALC subscription – 2021/22
  - (g) Internal Audit statement 2020/21
  - (h) Appointment of Internal Auditor for 2020/21 Accounts
9. Reports (if applicable and not covered by Agenda items)
  - (a) Chairman
  - (b) Clerk
10. **HIGHWAYS**
  - (a) 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. (*Neil James made a site visit with the drainage inspector – raised a ditching job & 3 blocked gully defects – report dated 22/01/21 and made a further visit - report 12/02/21*)
  - (b) Potholes at Rooks View (*Cllr C Green to report*)
  - (c) Tarmac erosion at edge of stream near Stockton (*Neil James has made an inspection – see report dated 22/01/21*)
  - (d) Any other highways problems
11. **ANNUAL COUNCIL & ANNUAL PARISH MEETING - MAY 2021**  
*Chairman & Clerk to report*
12. **CLIFFE ARMS** - (*nothing further to report at the moment*)
13. **CORRESPONDENCE** - all relevant correspondence has been e-mailed to Cllrs.
14. Matters for future Agenda
15. Next Meeting date – Annual Council & Annual Parish Meeting