

MATHON PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL
Tel: 01684 569430 – E-mail: dtaylormathonclerk235@gmail.com

27th December 2021

A Meeting of the Parish Council will be held on Wednesday 5th January 2022 at 7.30 pm in Mathon Parish Hall. Due to the Covid/Omicron situation prevailing at the moment, the Agenda has been reduced to keep the meeting as short as possible. All reports to the meeting will be e-mailed to Cllrs prior to the meeting to avoid any face to face reports. *Please note: Social distancing will be in place. Hand sanitiser/disposable masks will be available (wearing of masks is required). Masks can be removed when speaking. Cllrs attending the meeting must bring their own paperwork.*

Please note the voluntary meeting guidelines at the end of this Agenda.

Diana Taylor

DIANA TAYLOR
Clerk to Mathon PC

PARISH COUNCIL MEETING – 5th January 2022 NOTICE & A G E N D A

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 leave the 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 5 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. At the present time (due to likely Covid restrictions) these must be e-mailed to the Clerk at least five days prior to the meeting.

*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, being mindful of the voluntary guidelines.

Where possible, all reports/presentations will be e-mailed to Cllrs prior to the meeting.

4. (a) Public Questions/Presentations
(b) CSO/Police – Report
(c) Herefordshire Councillor
(d) Report – Malvern Hills Trust
(e) Footpaths - (Cllr K Perkins) MA3 & MA 37

The Chairman re-opens the Meeting

5. To approve and sign the Minutes of the Parish Council Meeting held on 3rd November 2021
6. Mathon Parish Hall
(Cllr S Harte) - update to be e-mailed to Cllrs
7. **FINANCE -**
To consider payment of Accounts:-
 - (a) DWT - Clerk's salary for two months (December/January 2021) (PAYE deducted)
 - (b) Rotary Printers Ltd – website updates
 - (c) ICO – Data Protection Fee
8. **PLANNING – DELEGATED POWERS (Sec 101 Local Govt Act 1972)**
Decisions/Actions required between scheduled meetings of the Council

To consider adopting the following scheme of Delegation :-

- (i) Decisions/actions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman (and Vice-Chairman) of the Council OR via virtual advisory meetings.
- (ii) Decisions/Actions made under this delegation will be reported to and Minuted at the next Council Meeting

However, the Clerk can still decide that an extraordinary meeting of the Council be called to deal with any urgent matter.

9. **HIGHWAYS**
 - (a) Any highways problems to report (*please e-mail the Clerk*)
10. **CLIFFE ARMS** - *nothing further to report at the moment*
11. **CORRESPONDENCE** - all relevant correspondence has been e-mailed to Cllrs.
12. Matters for future Agenda
13. Next Meeting date – Wednesday 2nd March 2022 at 7.30 pm in Mathon Parish Hall.

VOLUNTARY GUIDELINES FOR ATTENDING MEETINGS :-

- (i) *Whilst these guideline measures are voluntary and based on personal choice, it is recommended that all Councillors, the Clerk, outside representatives invited to attend the meeting and members of the public wishing to attend, should take a lateral flow test within 24 hours prior to the meeting.*

- (ii) *Socially distanced tables & chairs to be arranged in the hall.*
- (iii) *Unless exempted, masks to be worn when entering/leaving or moving around the hall, but can be removed when speaking/sitting*
- (iv) *To use the hand sanitiser provided when entering and leaving the building*