

MATHON PARISH COUNCIL

Clerk: Mrs Diana Taylor – 9 – Lambourne Avenue – Malvern Link – Worcs WR14 1NL
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26th April 2022

The **Annual Council Meeting** of the Parish Council will be held on Wednesday 4th May 2022 at 7.30 pm in Mathon Parish Hall for the purpose of transacting the following business:-

Diana Taylor

DIANA TAYLOR (Mrs)
Clerk to Mathon PC

ANNUAL PARISH COUNCIL MEETING – 4th May 2022 NOTICE & A G E N D A

1. Election of Chairman & signing of Acceptance of Office for Chairman
(*currently Cllr S Harte*)
2. Apologies for absence
3. Election of Vice-Chairman (*currently Cllr C Green*)
4. **(a) Declarations of Interest : Councillors are reminded of the need to update or complete 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.

5. 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

6.
 - (a) Public Questions/Presentations
 - (b) CSO/Police – Report
 - (c) Herefordshire Councillor

(d) Report – Malvern Hills Trust

The Chairman re-opens the Meeting

7. Footpaths Report - Cllr K Perkins
8. To note/review Standing Orders (adopted 4th July 2018)
9. To note/review the Herefordshire Council Code of Conduct 2018 (adopted 15th May 2019)
10. To note/review Financial Regulations (adopted September 2016)
11. To note/review the Council's Risk Assessment Schedule
12. Annual Insurance Review/requirements (Gallagher (formerly Came & Co – 2nd year)
13. Appointments to outside Bodies :-
 - (a) Parish Council member – Mathon Parish Hall Management Committee
 - (b) Mathon Parish Council representative on the Malvern Hills Trust – Mr David Baldwin was appointed at the Council Meeting held on 4th September 2019 for a further extension (at the request of the Malvern Hills Trust) to run from 1st November 2019 to 2023)
14. To approve and sign the Minutes of the Parish Council Meeting held on 30th March 2022 and the Council Planning Meeting held on 19th April 2022.
15. Actions taken from last meeting (if not covered by Agenda)
16. Mathon Parish Hall
 - (a) AGM (*Cllr S Harte*)
 - (b) Other Reports – (*Cllr S Harte*)
17. **FINANCE** -

To consider payment of Accounts

 - (a) DWT - Clerk's salary for two months – (April/May 2022) (PAYE deducted) (new salary scale SCP 25 from April 2022 approved within precept budget at PC Meeting 3rd November 2021)
 - (b) Rotary Printers Ltd – website posting/updates
 - (c) Gallagher – insurance premium 2022/23 (see Agenda item 11 above)
 - (d) Consider & Approve Year End Accounts to 31 March 2022 - internally audited (these to be signed & dated by the Clerk & Chairman)
18. **Approval of Annual Audit for Accounts to 31st March 2022 (as an “Exempt” Authority)** - statement of exemption certificate to be signed by the Clerk & Chairman
 - (a) **ANNUAL AUDIT RETURN 2021/22** – Approval of Section 1 - **Annual Governance Statement**
 - (b) **ANNUAL AUDIT RETURN 2021/22** – Approval of Section 2 – **Accounting Statement**
19. To consider and approve the following Grants/Donations
 - (a) Mathon P.C.C.
20. Reports (if applicable and not covered by Agenda items)
 - (a) Chairman (b) Clerk

21. **PLANNING**

To consider the following application:-

- (a) App No: 220903
Site: Stockton Farm, Croft Bank, Mathon WR14 4DX
Proposal: Installation of 5kWp solar panel array on the roof of existing stable block in the grounds of the property, a 10kWh power storage battery within the same building and underground cable.
Grid Ref: OS 375219,245744
App Type: FullHouseholder & Listed Building Consent App No 220904

Website Link: <http://www.herefordshire.gov.uk/searchplanningapplications>

22. **HIGHWAYS**

- (a) Potholes along Harcourt Road from the tennis courts to the Bell. Clerk has reported this – Ref No – CAS 837236-LOF 3P5
(d) Other reports/complaints

23. **CLIFFE ARMS**

24. Correspondence (available for meeting if not previously e-mailed to Cllrs)
25. Matters for future Agenda
26. Next Meeting date – **Wednesday 6th July 2022 at 7.30 pm in Mathon Parish Hall**