

# MATHON PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

Held on Tuesday 5<sup>th</sup> March 2024 at 7.30 pm in Mathon Parish Hall

**Present:-** Cllr S Harte (Chairman), Cllr P Davies, Cllr N Walker, Cllr C Green,  
Cllr M Malsbury, Cllr K Perkins

**In attendance:** Mrs D Taylor (Clerk)

**Apologies for absence :** Mr C Rouse and Mr D Baldwin (MHT)

**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 Declarations made.**

**Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) - No requests had been received by the Clerk relating to any items on the present Agenda**

**The Chairman adjourned the Meeting for Public Question Time/Participation.**

### **PUBLIC QUESTION TIME**

- (a) **Public questions** – none
- (b) **PCSO/Police** – No report
- (c) **Herefordshire Ward Councillor** - Ward Cllr Helen Heathfield reported to the meeting. Herefordshire Council had set the Council tax increase to the maximum level of 4.99%. A huge part of the Council's budget was having to be earmarked for social care services. Hereford City Council had announced a zero level of Council Tax increase. Herefordshire Council would be plugging a funding gap for one year only to cover the costs of CCTV in Hereford City.
- (d) **Malvern Hills Trust** - The Chairman reported notes he had made from a telephone conversation with Chris Rouse. MHT were still pursuing the Private Members Bill. The Trust was looking at a development plan in the Guarlford Road area. New staff were still settling in.

**The Chairman re-opened the Meeting**

### **10/24 FOOTPATHS**

Nothing to report on Footpaths at the moment. Cllr K Perkins to look into the replacement of a stile at Rook Row Farm. The Council noted the MA3 (part) Diversion Order which had been issued by Herefordshire Council.

### **11/24 MINUTES**

The Minutes of the Parish Council Meeting held on 9<sup>th</sup> January 2024 were approved and signed. Proposed by Cllr P Davies and seconded by Cllr M Malsbury.

### **12/24 MATHON PARISH HALL**

Cllr S Harte reported that he had taken over the bookings for the Parish Hall. The boiler needed to be replaced. A new boiler would be installed on 6<sup>th</sup> March. The Parish Hall AGM was held on 6<sup>th</sup> February. There are six Committee members. A pop-up pub in the hall was being organised for early June.

**13/24 NEIGHBOURHOOD PLANNING – Update**

The Clerk had circulated details of this update to all Councillors, which covered proportional growth by housing market area. Mathon parish has 6 dwellings left to find to meet the housing target from 2021 – 2031. Figures up to 2041 will be given out once the new Local Plan is adopted in 2026. The Clerk was asked to find out when the figures are logged – is it the date when planning is agreed/builds completed or when Council Tax bills are issued.

**14/24 FINANCE**

The following payment of Accounts as per cheque list signed by the Chairman (attached to the Minutes) was approved. Proposed by Cllr N Walker and seconded by Cllr C Green:-

- (a) D W Taylor - Clerk’s Salary - February/March 2024 - (PAYE deducted) - £639.14
- (b) The Business Supplies Group (formerly Rotary Print) – website posting/updates - £96.00
- (c) HMRC – PAYE – Jan/Feb/March 2024 - £217.80
- (d) D W Taylor – Clerk’s Expenses - Oct 2023 – February 2024 - £79.54
- (e) D W Taylor - Clerk’s Office – Sept 2023 – March 2024 - £70.00
- (f) Mathon Parish Hall Hire (Planning Meetings Dec 2023 – March 2024) - £30.00
- (g) R G Hadley – Maintenance village green/open space - £250.00
- (h) **Appointment of Internal Auditor** – The Council agreed to appoint Duffy Regan & Co, Worcester as the internal auditor for the accounts 2023/24. Proposed by Cllr S Harte and seconded by Cllr N Walker.
- (i) Annual Finance Overview – 2023/24. The Overview as presented by the Clerk and circulated to all Cllrs was approved. Proposed by Cllr S Harte and seconded by Cllr K Perkins.

The Clerk reported that HMRC would no longer be issuing paying in slips for PAYE payments after the end of this financial year. The Clerk to look into the ways and means for the Parish Council to move to on-line banking.

**15/24 HIGHWAYS**

- (a) Blocked culvert – Burford to Ham Green – this has been reported by BB as having been fixed on 14/01/24. New reference was FS-CASE-563770686 .
- (b) Blocked culvert – Hackney Cross - this had been reported to Highways (Ref: FS 525504276). Neil James stated this had been fixed last year – 26/07/23.
- (c) Any other Highways issues – the following potholes to be reported to Hfds Council/BB :- Deep pothole outside Badgers where the hedge has been cut back. Potholes at Hackney Cross.
- (d) Mr C Rouse had reported to the Chairman re blocked culvert along West Malvern Road.

**16/24 CLIFFE ARMS** - Nothing further to report at the moment.

**17/24 CORRESPONDENCE** – all relevant correspondence had been e-mailed to Cllrs

**18/24 NEXT MEETING DATE** - Tuesday 7<sup>th</sup> May. Annual Parish Meeting at 7.00 pm followed by the Annual Council Meeting at 7.30 pm in Mathon Parish Hall

..... Chairman

..... Date





