

Minutes of the Meeting of Madley Parish Council held on Tuesday 4th October 2016 in Madley Parish Hall at 7.15pm

Cllr I Clelland (Chairman), Cllr F Griffiths, Cllr E Burman, Cllr P Cobb, Cllr N Hoskins and Cllr R Beard.

In attendance: Ward Cllr S Williams and Mrs C Boyles (Clerk). There were three members of the public present.

- 1 **To accept Apologies for Absence**
Cllr P Hince, the local policing team and Linzy Outtrim.
- 2 **To consider applications to Co-opt to the Casual Vacancy**
Mr Lindsey Price applied for the vacancy.
Resolved to co-opt Mr Price and he signed a declaration of acceptance of office.
- 3 **To receive Declarations of Interest & Dispensation Applications**
Cllr Burman declared a pecuniary interest in agenda item 7.3. Cllr Hoskins declared a non-pecuniary interest in agenda items 7.1 and 7.3.
- 4 **To consider Minutes of the Previous Meeting**
The Minutes of the Meeting held on 6th September 2016, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.
- 5 **Open Forum**
 - 5.1 There was no report from the local policing team.
 - 5.2 There was no report from the parish paths officer.
 - 5.3 Ward Member report: Cllr Williams would be speaking on the Brightwells planning application to go to planning committee on 5th October. Suggested planning conditions should the application be granted could be traffic calming measures, fast tracking of the TPO request for a 40mph limit on Stoney Street and restrictions on weekends would be requested.
 - 5.4 Matters raised during the open forum: A member of the public raised the issue of the ditch dug at Claypits Lane. It was suggested she speak to BBLP/Herefordshire Council regarding this issue. An email from residents regarding planning application 162770 had been circulated and was read out.
- 6 **Clerk Update and to note Correspondence**
The correspondence and clerk update were noted. The clerk had seen a planning application that the parish council had not been notified of, 162714, Cornerstone, Madley. It was agreed for the clerk to request an extension to the deadline for comments to allow it to be commented on at the proposed extraordinary meeting on 18th October. The parish hall committee had raised concerns regarding visibility leaving the hall car park due to cars parking. It was agreed for Cllr Beard to speak to Mr Batstone at the school regarding possible solutions and for the clerk to pass the details on to the police and give the police contact details to the parish hall committee in order to report specific vehicles or days/times etc. The proposals for new parliamentary constituency boundaries would be put on the November agenda for comments and it was decided that no comments would be made on the BT payphone consultation. Wildplay had reported on the July session to say that it had been a great success with around 40 children plus their parents attending.
- 7 **Planning applications (to be determined by Herefordshire Council)**

Action

Clerk

7.1 Planning applications 131913 and 131916, Brightwells Auction at the former Madley Airfield, Stoney Street, Madley were due to go to planning committee on 5th October. Due to the deadline to register being 3rd October, the clerk had registered for the parish council to speak, if required.

Resolved that the parish council were satisfied with the comments already made on the application and therefore would not speak at planning committee.

7.2 The clerk had chased up the planning department regarding Madley Trading Post. The enforcement officer had visited and advised the owner of the site to remove the unauthorised signage from the Londis car park within 14 days and this had now been done. The enforcement officer had also requested a change of use application for the unauthorised sales taking place at the premises.

7.3 Cllr Burman and Cllr Hoskins left the room for this item. Planning application 162770, Land off Stone Street, Nr Madley – Small Scale Gas Fired Energy Reserve Facility and Ancillary Infrastructure was considered.

Resolved that the parish council objects to this application due to the environmental impact, the visually intrusive impact, noise pollution and that it is an inappropriate site, close to residential dwellings. It was agreed for Cllr Clelland and Cllr Cobb to draft the objection on these grounds and forward it to the clerk by 11th October for submission.

Clerk

IC/PC/
Clerk

8 Lengthsman Scheme

8.1 **Resolved** that the lengthsman worksheet was noted and the payment scheduled agreed. 6 hours of lengthsman administration over July, August and September were agreed for payment to the clerk.

8.2 The clerk, Cllr Williams, the Locality Steward and a neighbour of the resident concerned re. the ditch at Claypits Lane had met to discuss this. During the site meeting it transpired that the locality steward was of the opinion that as the parish council had undertaken the ditch work (upon permission granted from the locality steward) it was now responsible for maintenance of the ditch ongoing. The clerk had advised that the parish council had not been made aware of this when agreeing to undertake the work as a one-off from the lengthsman budget and that this would need to be discussed with the parish council. Linzy Outtrim agreed to seek clarification on this and get back to the clerk, but no response had been received yet.

Resolved that the parish council disputes responsibility for the ditch. The clerk would chase up Linzy Outtrim.

8.3 Herefordshire Council were changing the funding of the lengthsman scheme and these changes and the future of the scheme were discussed. The clerk had drafted a leaflet/consultation about the changes.

Resolved for the finance working group to look at this and they would meet on 10th October. It was agreed not to undertake any consultation on this at this stage, but wait for the finance working group to discuss.

Clerk

Clerk

Clerk

9 Neighbourhood Development Plan

9.1 The reports were received and noted. The Issues and Options consultation proposals were considered. An extraordinary meeting to consider the Issues and Options consultation document was proposed.

Resolved to approve the consultation proposals, including a drop-in event on Saturday 12th November, 2-5pm in the parish hall. The Scouts had agreed to provide refreshments as a fundraiser. An extraordinary parish council meeting for Tuesday 18th October, 7pm at the parish hall would be scheduled, with a working group meeting on Wednesday 19th October, 7pm at the School.

Clerk

9.2 Printing required for the consultation drop-in were 500 A5 flyers, 20 copies of the 30 page consultation document, 100 A4 response forms and four A1 maps. Hoople had quoted £100 for the four maps and PIP Printing had quoted £40.80 for the four maps, £32.09 for the flyers, £20.10 for the A4 response forms and £90.31 for the consultation documents.

Resolved to accept the quote from PIP Printing.

Clerk

10 **Recreation Field – to receive checklists and agree any action**

10.1 The recreation field checklists were received and noted. There was a small split in the slide. Cllr Hoskins would affix a sign to say 'Out of Use' and Cllr Burman would look at whether it could be repaired. There were some burn marks on a picnic bench. It had also been suggested that the picnic tables be anchored as they had been precariously positioned a couple of times.

10.2 Plans for further improvements was deferred to the next meeting.

NH/EB

11 **To consider information regarding Cultivation Licences and agree any action required**

Balfour Beatty had provided a copy of a cultivation licence and were happy to arrange a meeting to look at what is proposed.

Resolved for the clerk to arrange a site meeting with Fiona Miles from BBLP and forward meeting details to councillors and Madley Plants.

Clerk

12 **Finance**

12.1 **Resolved** that the finance report was approved and the bank reconciliation was verified.

12.2 **Resolved** that the payments in the schedule below were approved:

13 **To receive update on S106 Bridge Sollars Road improvements**

BBLP had requested as site visit be arranged to look at the status and design of improvements. The clerk had responded to say that this had been done in October 2015 and asked whether another site visit was necessary and if there had been any progress on the project in the last year. There had been no response to this.

Resolved for the clerk to write to Herefordshire Council, BBLP and copy in Jesse Norman MP about the lack of progress on this matter.

Clerk

14 **To agree response regarding ongoing emails received regarding allegations of trespass**

Emails continued to be received making allegations about Madley Parish Council members trespassing and non-disclosure of conflicts of interest. The emails also included a Freedom of Information request, however no information relating to the request is held by the parish council and the clerk has responded accordingly and provided the link to members register of interests on the Herefordshire Council website.

Resolved that all members present categorically deny any involvement in any of the allegations made.

Clerk

15 **To consider parish council meeting day/date ongoing**

Resolved that it remain the first Tuesday of the month.

16 **Matters for the Next Agenda (no discussion)**

None.

The meeting closed at 9.20pm

Next Meeting Tuesday 18th October 2016.

Payee	Item	Total (inc. VAT)	Total (exc. VAT)	Budget
Mrs C Boyles	Clerk's salary for September 2016 – as per regular payment schedule and contract of employment	To include: PAYE £69.60, NI £0.00		3
Mrs C Boyles	Reimbursement of expenses Postage and travel	£40.50	£40.50	5
EE	Monthly mobile phone bill for Aug 2016	£20.40 (DD)	£17.00	4
Countrywide Grounds Maintenance Ltd	Grass cutting payment for September 2016	£70.39	£58.66	8
Terry Griffiths Contracts	Lengthsman Scheme Sept 2016 (TGC1815)	£540.00	£450.00	11
Grant Thornton UK LLP	Audit fee	£240.00	£200.00	1
EE	Monthly mobile phone bill for Sept 2016	£20.40 (DD)	£17.00	4
Herefordshire Wildlife Trust Ltd	Wildplay session	£180.00	£180.00	8