

## Minutes of the Meeting of Madley Parish Council held on Tuesday 7<sup>th</sup> February 2017 in Madley Parish Hall at 7.15pm

Cllr I Clelland (Chairman), Cllr F Griffiths, Cllr L Price, Cllr P Cobb, Cllr P Corcoran, Cllr E Burman and Cllr R Beard.

**In attendance:** PC R Bradley, PCSO L Morris, Ward Cllr S Williams and Mrs C Boyles (Clerk). There were seven members of the public present.

1 **To accept Apologies for Absence**

Cllr P Hince and Cllr N Hoskins.

2 **To receive Declarations of Interest & Dispensation Applications**

Cllr Griffiths declared a pecuniary interest in items 6.1 and 6.2.

3 **To consider Minutes of the Previous Meetings**

The Minutes of the Meetings held on 3<sup>rd</sup> January 2017 and 24<sup>th</sup> January 2017, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

4 **Open Forum**

4.1 PC Bradley and PCSO Morris provided an update on recent issues.

4.2 The PPO had been contacted by a landowner with queries regarding widths of footpaths between stock fences and a request for two pedestrian gates. He had made enquiries with the locality steward and would respond to the landowner.

4.3 Cllr Burman left the meeting. Cllr Williams expected a decision on the power plant planning application within the next few weeks and queries from members of the public regarding the planning committee process were answered. Cllr Burman returned to the meeting.

4.4 Matters raised during the open forum: None.

5 **Clerk Update and to note Correspondence**

The correspondence and clerk update were noted. The planning enforcement officer had notified the clerk that Madley Trading Post had withdrawn the planning application and had ceased trading. The blue metal containers by Archenfield had now been removed by Herefordshire Housing and they had confirmed they would reinstate the verge. The end of grant report for the Neighbourhood Plan grant had been submitted.

6 **Planning applications (to be determined by Herefordshire Council)**

Cllr Griffiths left the meeting.

6.1 Planning application 164004, Upper Chilstone, Madley – Construction of a 6000 Bird Extension to an Existing Free Range Egg Production Unit was considered.

**Resolved** that the parish council supports this application.

6.2 Planning application 164006, Upper Chilstone, Madley – Construction of 5900 Bird Extension to an Existing Free Range Egg Production Unit was considered.

**Resolved** that the parish council supports this application.

Cllr Griffiths returned to the meeting.

6.3 Planning application 170227, Stokes Cottage, Stone Street, Madley – Propose to extend the rear of attached garage. Original garage already extends 2.8 metres beyond original rear wall. The proposed extension will be 4.2 metres beyond original garage wall. The maximum height of the proposed extension will be 4 metres and the height of the eaves of the proposed extension will be 2.4 metres was considered. Residents in the close vicinity of the application who were present expressed support of the application.

**Resolved** that the parish council supports this application.

6.4 Planning application 170192, Handlands Cross Cottage, Lulham, Madley – Proposed first floor extension was considered.

**Resolved** that the parish council has no objections to this application.

**Action**

**Clerk**

**Clerk**

**Clerk**

**Clerk**

<p>7 <b>Lengthsman Scheme</b></p> <p>7.1 <b>Resolved</b> that the lengthsman worksheet was noted and the invoice in the payment schedule and three hours of lengthsman admin was agreed for payment. Terry Griffiths had provided a report and it was agreed for him to include maintenance of the culvert grill at the end of Claypits Lane within the regular maintenance schedule.</p> <p>7.2 The draft Annual Maintenance Plan for 2017/18 had been circulated and was considered. The large reduction in the grant from Herefordshire Council was reiterated and would mean a reduction in the amount of work carried out under the scheme. Funding from Herefordshire Council had reduced from £4,944 in 2016/17 to £861 in 2017/18, meaning an overall budget for the scheme reducing from £6,444 to £2,583.</p> <p><b>Resolved</b> that it was approved for submission to Balfour Beatty.</p> <p>7.3 The Lengthsman Scheme contract for 2017/18 was considered.</p> <p><b>Resolved</b> that to enable continuity of provision and due to the standard of work undertaken the parish council would continue with Terry Griffiths as Lengthsman for 2017/18 and the contract would be arranged.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>8 <b>To receive update from Cllr Beard on Claypits Lane and consider any action required</b></p> <p>Cllr Beard gave an update on the meeting held with the Lengthsman. The maintenance to the culvert grill, agreed in item 7.1 had been the outcome of the meeting and it would continue to be monitored.</p>	
<p>9 <b>To consider applying for a Cultivation Licence for highway verge planting on entrances to the village</b></p> <p>A meeting had taken place with Fiona Miles from Balfour Beatty, parish council representatives and representatives from Madley Plants. The proposed locations were by the Madley signs at either end of the village on the B4352 and on the triangle of land by Madley Plants. A proposal had been forwarded from Madley Plants based on the guidance received from Fiona Miles regarding measurements etc. and this was considered, along with an example of the licence that the parish council would be required to sign if it was agreed to go ahead.</p> <p><b>Resolved</b> to make an application to Balfour Beatty for a cultivation licence for flat beds at these locations.</p>	<p>Clerk</p>
<p>10 <b>Recreation Field</b></p> <p>10.1 The weekly recreation field checklist had been received with some minor issues that were noted. There was no action required at the present time.</p> <p>10.2 Plans for further improvements had been received from Cllr Hoskins. Proludic had provided plans for a two seat swing bay and see-saw at a cost of £8,499 including installation and safety surfacing. The clerk had requested three quotes for a footpath from the car park to Pennylock. Quotes for two options had been requested, one for a self-binding gravel pathway and one for a Tarmac pathway. JG Price had not provided a quote, Playforce had provided quotes of £12,139.73 for option 1 and £13,890.95 for option 2 and Terry Griffiths had provided quotes of £8,260.00 for option 1 and £11,970.00 for option 2. The parish council currently held £6,000 in reserves for recreation field improvements.</p> <p><b>Resolved</b> that whilst new play equipment should also be pursued, the pathway was a higher priority to encourage use of the car park to then walk to the school. It was agreed that Tarmac would be the preferred option. It was requested the clerk seek funding for the pathway, based on the quote from Terry Griffiths.</p> <p>10.3 Grass cutting for 2017/18 was considered.</p> <p><b>Resolved</b> for the clerk to obtain quotes to be considered at the March meeting.</p>	<p>Clerk</p> <p>Clerk</p>
<p>11 <b>Finance</b></p> <p>11.1 <b>Resolved</b> that the finance report was approved and for £35.00 to be transferred from the General Reserve to the Fees/Subscriptions budget.</p> <p>11.2 <b>Resolved</b> that the payments in the schedule below were approved:</p>	<p>Clerk</p>

- 12 **To receive update on S106 Bridge Sollars Road improvements and consider action**  
No response had been received from the landowner in response to the letter sent in December.  
**Resolved** for the clerk to resend the letter and emphasise the time constraints relating to the money and that it will be lost if not spent before the deadline.
- 13 **To receive update on the TRO review on Stoney Street and consider action**  
Brightwells had requested the Ward Member arrange a meeting at Brightwells with residents of Stoney Street and parish council representatives to discuss the approach to take. Cllr Williams agreed to arrange the meeting. Cllr Williams would let Stoney Street residents and the clerk know when the meeting had been arranged.
- 14 **To receive an update on the Neighbourhood Development Plan**  
The Call for Sites process had commenced and had been publicised in the Hereford Times, Tracking the News, on the notice board and on the website. A notice would also be displayed in the shop. The clerk would contact any known local landowners/agents to notify them. The deadline for response forms was 3<sup>rd</sup> March and Kirkwells would then assess the submissions. Amendments to the draft plan were to be received by the end of February and forwarded to Kirkwells.
- 15 **To consider comments on the Vowchurch and District Group Regulation 16 Neighbourhood Development Plan consultation**  
**Resolved** that there were no comments.
- 16 **Matters for the Next Agenda (no discussion)**  
Footpath behind Pennylock.
- The meeting closed at 8.45pm**  
**Next Meetings: Tuesday 7<sup>th</sup> March 2017.**

Clerk

Payee	Item	Total (inc.VAT)	Total (exc.VAT)	Budget
Mrs C Boyles	Clerk's salary for January 2017 – as per regular payment schedule and contract of employment	To include: PAYE £67.60, NI £0.00	To include: PAYE £67.60, NI £0.00	3
Mrs C Boyles	Stationery/Office expenses	£8.99	£8.99	4
	Postage and travel expenses	£33.75	£33.75	5
EE	Mobile phone bill for December 2016	£20.40	£17.00	4
Countrywide Grounds Maintenance	January grass cutting payment	£70.39	£58.66	8
EE	Mobile phone bill for January 2017	£20.40	£17.00	4
Madley Parish Hall	Hall hire for Jan-Dec 2016	£195.00	£195.00	7
		£30.00	£30.00	12
WEL Medical Ltd	Replacement defibrillator electrode pads	£44.88	£37.40	15
Terry Griffiths Contracts	Lengthsman invoice TGC1947	£458.40	£382.00	11