

**Minutes of the Meeting of Madley Parish Council held on Tuesday 1<sup>st</sup> March 2016 in Madley Parish Hall at 7.15pm**

Cllr P Hince (Chairman), Cllr I Clelland, Cllr R Beard, Cllr E Burman, Cllr F Griffiths, Cllr A Willcock, Cllr P Corcoran and Cllr N Hoskins.

**In attendance:** Ward Councillor S Williams, CSO Witcher and PC Milton (until the end of item 4) and Mrs C Boyles - Clerk. There were three members of the public present.

**1 To accept Apologies for Absence**

Cllr P Cobb.

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

Cllr N Hoskins declared a Declarable Pecuniary Interest in item 6.1.

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

The Minutes of the Meeting held on 2<sup>nd</sup> February 2016, 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 CSO Witcher gave a brief update on police matters. PC Milton is the Wildlife Officer for Herefordshire and confirmed that the kettle ponds at Bage Farm were not a police investigation and the Environment Agency were the investigating body and responsible for enforcement. An ecology report had been carried out and provided to Herefordshire Council and the Environment Agency. Cllr Williams believed that a further ecology report was required and could only be done between mid-March and the end of May.

4.2 There was no report from the Parish Paths Officer.

4.3 Cllr Williams had been invited to visit the Brightwells site and would visit on a sale day. He appealed for information on any Verdun Oak trees in the area as there was an attempt to trace these. Cllr Willcock would make enquiries with the British Legion.

4.4 Matters raised during the open forum: A question about Lengthsman scheme expenditure was asked and answered. It was queried why there was no parish path officer report and the chairman responded that this was probably due to the recent weather conditions.

**13 Vexatious Complainants**

It was agreed to move item 13 earlier on the agenda.

13.1 A draft policy for vexatious complainants had been circulated.

**Resolved** that the policy was adopted.

13.2 It was considered whether two local residents, Mr David Williamson and Mrs Joan Williamson should be classed as vexatious complainants and dealt with in accordance with the adopted policy.

**Resolved** that it was agreed that Mr and Mrs Williamson meet several of the criteria in section 2 of the adopted policy. The content of correspondence sent to the parish council is considered as unreasonable behaviour and unreasonably persistent. It was also considered that correspondence sent to other parties that is derogatory to the parish council is unacceptable and it would be clarified that Mr and Mrs Williamson are not linked to the parish council nor acting in any official capacity.

**Resolved** that due to the steps already taken by the parish council it was agreed to proceed from item 3.4.3 of the adopted policy and any further contact from Mr and Mrs Williamson

**Action**

**AW**

be though a third party, that being Lynda Wilcox at Herefordshire Association of Local Councils.

**Resolved** that a letter be sent to Mr and Mrs Williamson to confirm this as per item 3.4.4 and 3.4.5 and would include a copy of the adopted policy.

**5 Clerk Update and to note Correspondence**

The correspondence and clerk update were noted. Herefordshire Housing had now removed and replaced the faulty drain that had been the cause of flooding at Pennylock car park. The Duchy of Cornwall is dealing with the uprooted tree reported at the recreation field. Further to a request from a member of the public, the landowner had agreed to a stile being replaced with a gate and this would now take place. The member of the public had passed on their thanks. The new play equipment was due to be installed week commencing 7<sup>th</sup> March. Wildplay had been booked to hold the drop-in session at the recreation field on Monday 25<sup>th</sup> July between 1-3pm.

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

6.1 Planning application 131913, Brightwells Auction Site at the former Madley Airfield, Stoney Street, Madley – Variation to Condition 15 of permission S102843/F to allow 2 no. sales per month (fortnightly) was considered for any further comments. Comments already submitted on the application were read out.

**Resolved** that no additional comments be submitted.

6.2 Planning application 160384, Orchard View, 4 Great Brampton Park, Madley – Proposed windows in rear elevation was considered.

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

Clerk

**7 Lengthsman Scheme**

7.1 An additional invoice (TGC1537) and worksheet had been received for £570.00.

**Resolved** to authorise payment of invoice TGC1537 and three hours of lengthsman administration.

Clerk

7.2 Details of changes to the lengthsman scheme had been circulated and were discussed. The proposed scheme would mean that funding would remain at the same level for 16/17, but reduce to 25% for 17/18 with parish councils contributing £60 per km and to no grant from 18/19 onwards. Parishes would need to precept for this if they wanted to continue the scheme. Expression of interest and annual maintenance plan documentation had been provided for completion. Balfour Beatty had also requested details of expected expenditure for 15/16 and the clerk was liaising with the lengthsman regarding this. 15/16 grant could be claimed until the beginning of May at the latest and grant could not be carried over.

**Resolved** that the scheme be continued for 16/17, with the parish council again budgeting an additional £1,500 to be match funded by Herefordshire Council and discussions would be had at a later date regarding whether to continue the scheme beyond 16/17.

**Resolved** that the clerk submit the expression of interest form and the annual maintenance plan be compiled during March for approval at the April meeting.

Clerk

**8 To consider proposed resurfacing programme for 2016/17 and any comments/feedback for the Ward Member**

**Resolved** that it was requested for Rosemary Lane to be included in the resurfacing programme. This had first been requested in 2001.

SW

**9 To consider notice board/sponsor board quotes**

Quotes received for the notice board were based on a 12 x A4 size, post mounted, with the existing posts to be reused: Ashley Smith quoted either £620.00 for a painted finish or £560.00 for anodised silver finish both with magnetic board and £100.00 for installation. Hall-Fast Industrial Supplies £489.17 for a painted finish or £408.57 for anodised silver finish both with magnetic board. Notice Board Company £1117.00 for an aluminium frame and fabric pin board. Fitzpatrick Woolmer £1173.00 for powder coated finish with magnetic back board. Cllr Burman and Cllr Hoskins declared a non-declarable pecuniary interest. Quotes received for the sponsor board were: a timber lectern, A2 size in timber with a dibond panel, with text to be agreed, £299.50 plus delivery. Notice Board Company Aluminium frame 4 x A4 size with posts £428.00. Boards Direct anodised silver frame 4 x A4 size with posts £352.86. Hall-Fast Industrial Supplies Aluminium frame 4 x A4 size without posts £204.56.

**Resolved** to accept the quote from Hall-Fast Industrial Supplies for the notice board in a moss green painted finish.

Clerk

**Resolved** to accept the quote from Fitzpatrick Woolmer for the sponsor board with the plaque wording of 'Madley Recreation Field sponsored by'.

Clerk

Both boards would be installed by Cllr Hince and Cllr Corcoran.

PH/PC

10 **To receive report from Madley Youth Club and agree any action required**

Due to unforeseen circumstances the youth club was not currently operating, but it was hoped to be back in action soon.

11 **Recreation Field**

11.1 The monthly recreation field checklist was received and noted. The old goal post was still at the recreation field. Cllr Burman offered to remove this.

**Resolved** that Cllr Burman remove the goal post as it was decided it was of no value and otherwise removal would have to be arranged.

EB

11.2 Quotes received for the grass cutting for fortnightly cuts/strimming between April and October were: Highground Maintenance for £1,204.17 exc. VAT to include hard surface weed control for the site. Countrywide Grounds Maintenance for £704.00 exc. VAT. Daniel Squire Garden Services £1,875.00 exc. VAT.

**Resolved** that the quote from Countrywide Grounds Maintenance be accepted for 2016.

Clerk

12 **Finance**

12.1 **Resolved** that the finance report was approved.

12.2 Provision of a parish council mobile phone was discussed. Ewyas Harold Group Parish Council were prepared to share the cost 50/50. Red Line Communications could provide an EE contract with 500 minutes, 500 texts and 500mb of data for 17.00 exc. VAT per month. Therefore the annual cost to Madley Parish Council would be £102.00 exc. VAT.

**Resolved** that it was approved to go ahead on this basis.

Clerk

12.3 Grant applications had been received from Madley Church for churchyard maintenance, clock maintenance and roof repairs and these were considered. The clerk advised that while there were specific powers for parish councils to contribute towards churchyard maintenance and clocks, parish councils are not permitted to contribute towards the fabric of church buildings.

**Resolved** that a grant of £720.00 was approved towards churchyard maintenance for 2016/17.

Clerk

**Resolved** that a grant of £126.60 (50% of the cost) was approved towards clock maintenance for 2016/17.

Clerk

**Resolved** that no grant would be given towards roof repairs.

12.4 **Resolved** for approval:

Clerk's salary for February 2016 as per contract of employment

PAYE £46.40, NI £0.00 Employee, £0.00 Employer

Mrs C Boyles (Reimburse stationery/office/postage/travel expenses) £70.20

Countrywide Grounds Maintenance (Grass cutting payment for January 2016) £70.39

Terry Griffiths Contracts (Lengthsman scheme February 2016, invoice TGC1502) £450.00 (£375.00 exc. VAT)

Herefordshire Council (Recharges for elections on 7/5/15) £55.60

Madley Parish Hall (Hire for 2015) £156.00

14 **To consider comments on the Kingstone and Thruxton Group Regulation 16 Neighbourhood Development Plan Consultation**

**Resolved** that no comments be submitted.

15 **To consider consultation response on the Herefordshire Council Statement of Community Involvement**

**Resolved** that no response be submitted.

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

None.

**The meeting closed at 8.25pm**

**Next Meeting Tuesday 5<sup>th</sup> April 2016.**