

**Minutes of the meeting of Madley Parish Council held on Tuesday 2<sup>nd</sup> December 2014 in Madley Parish Hall at 7.15pm**

Cllr P Hince (Chair), Cllr I Clelland, Cllr M Edwards, Cllr H Wooles, Cllr E Burman, Cllr H Griffiths and Cllr R Beard.

**In attendance:** Cllr D Taylor (Ward Member) PC Powell, CSO Witcher and Mrs C Boyles (Clerk).

There were six members of the public present.

- |  | <b>Action</b> |
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| <p>1 <b>To accept Apologies for Absence</b><br/>Cllr P Corcoran.</p>   |               |
| <p>2 <b>To receive Declarations of Interest &amp; Dispensation Applications</b><br/>Cllr Burman, non-declarable pecuniary interest in item 8.</p>  |               |
| <p>3 <b>To consider Minutes of the Previous Meeting</b><br/>The Minutes of the Meeting held on 4<sup>th</sup> November 2014, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.</p>  |               |
| <p>4 <b>To consider applications to co-opt to the Casual Vacancy</b><br/>One application had been received from Mr Paul Cobb. Mr Cobb had supplied information about himself and his interest in joining the parish council.<br/><b>Resolved</b> unanimously that Mr Paul Cobb be co-opted to the parish council. Mr Cobb signed his declaration of acceptance of office and would return his register of interests paperwork to the clerk within 28 days.</p>   | <b>PC</b>     |
| <p>5 <b>Open Forum</b><br/>5.1 The Local Policing Team gave details of incidents including lead stolen from roofs, sheep worrying incidents and poaching. Any concerns regarding suspicious activity should be called in to the police.<br/>5.2 Cllr Taylor reported there had been a fire at a property in Pennyplock. The suspected collapsed pipe under the road by the Comet Inn had been inspected and would be dealt with by Balfour Beatty.<br/>5.3 The resurfacing of Claypits Lane, whether it was value for money and lack of use for accessing the recreation field car park for school drop off and pick up was raised. The resurfacing had not been done for the purpose of accessing the recreation field car park for school, it had been done to benefit the community as a whole by making a Byway Open to All Traffic safer and more user friendly. Use as a safe route to school was hoped for but not the primary aim of the project. The cost of the project had been much reduced due to securing contributions from BT and Welsh Water and VAT being reclaimable. The parish council had received several appreciative comments about the resurfacing and a member of the public present stated that the resurfacing had made a great difference and was a big improvement on the previous surface that had been in very poor condition. The new youth club leader spoke about progress of the youth club and possible funding. Annual costs for the youth club would be compiled for the January parish council meeting.</p> |               |
| <p>6 <b>Update on Parish Council Notice Boards and consider action required</b><br/>Both the notice board by Madley Cross and the one by the crossroads were now accessed via the clerk and anyone wanting to display items in them should contact the clerk. Replacement of the notice board by the crossroads would be considered under the publicity item.</p>  | <b>Clerk</b>  |
| <p>7 <b>Clerk Update and to note Correspondence List</b><br/>The correspondence list was noted. The new equipment from Proludic was scheduled for installation in January and the bollards had now been installed. The goal post sockets had been delivered for installation, but the instructions were not clear. The clerk would speak with the supplier. The blockage on footpath MY41 was being dealt with, the landowner is contacting the Locality Steward to supply a stile or gate that the landowner will install.</p>  | <b>Clerk</b>  |

- 8 **To consider options and costs for Village Signs and Publicity**  
A price of £350.00 had been obtained to remove, repair and repaint the existing sign with new graphics. Village boundary signs made of steel incorporating a flower basket would be £1500.00 each. Various options for leaflet display stands ranging from a wire rack at £159.00 exc. VAT to £474.96 exc VAT for a wooden model were discussed. Notice boards varied widely in price with a metal post mounted board with header for 12 A4 sheets costing £605.00 exc. VAT to wooden post mounted board 1550 x 767mm at £1275.95 exc. VAT.  
**Resolved** that Cllr Clelland speak to ETL regarding possible sponsorship of village signs. **IC**  
**Resolved** not to purchase a display stand at present.  
**Resolved** that further consideration be given to the notice board options.  
**Resolved** that the recreation field sign be considered when setting the precept.
- 9 **To consider Lengthsman worksheets, action required and proposed new Lengthsman Scheme Information**  
A request from a member of the public for further works on Brampton Road was discussed. The budget until the end of December had already been allocated and some works to Brampton Road had been undertaken. Herefordshire Council were due to make a decision on the new lengthsman scheme on Thursday 4<sup>th</sup> December and detail would be known after this.  
**Resolved** for the clerk to respond to the member of the public that no further work to Brampton Road could be undertaken at present and also make them aware that the Lengthsman worksheets are published on the website. **Clerk**
- 10 **To consider purchase of additional grit bins**  
Prices for grit bins had been obtained and Balfour Beatty had provided a price of £40 plus VAT to fill them.  
**Resolved** that additional grit bins not be purchased as the cost of filling them would be prohibitive.
- 11 **To consider request from the Duchy of Cornwall to discuss Housing Need and other Local Issues**  
A letter from the Duchy of Cornwall requesting discussions with the parish council about these issues was read out and considered.  
**Resolved** that Cllrs Clelland, Beard and Cobb look at the detail of the letter and the clerk arrange a meeting with the Duchy of Cornwall. **IC/RB/PC/Clerk**
- 12 **Update on the Youth Club and consider funding and responsibility ongoing.**  
Youth club training had taken place. The DBS checks being paid for by the parish council were going to be cheaper than anticipated and therefore the youth club volunteers requested that some money be given to buy materials for craft activities. Responsibility ongoing would be discussed at the January meeting when the youth club provided details of annual costs.  
**Resolved** to grant up to £200 towards craft materials, with a list to be provided for the clerk to purchase. **Clerk**
- 13 **Recreation Field**  
13.1 The recreation field checklist was received from Cllr Wooles. The drop down bollards had been supplied with two sets of keys.  
**Resolved** to report some trees behind the pavilion to the Duchy of Cornwall to be inspected. **Clerk**  
**Resolved** to get two further sets of keys for the drop down bollards and draw up a keyholder agreement. **Clerk**  
13.2 The grass cutting contractor had informed the clerk that the business had ceased trading.  
**Resolved** for the clerk to obtain quotes for grass cutting with 12 cuts per year including strimming around equipment. **Clerk**  
13.3 The children at the school had written to local businesses requesting contributions towards the recreation ground refurbishment and this had now started to produce some results including an offer of a donation of £500. The clerk would visit the children after Christmas to discuss with them in more detail. **Clerk**  
**Resolved** for Cllr Hince to speak to Gelpack regarding possible assistance with installing a path at **PH**

the recreation field.

**14 Finance Report**

14.1 The bank reconciliation was approved.

14.2 The budgets and precept for 2015/16 were discussed but could not be finalised due to uncertainty regarding the Lengthsman Scheme. These would continue to be worked on and agreed at the January meeting.

14.3 **Resolved** for approval:

PAYE £40.80, NI £0.00 Employee, £0.00 Employer

Mrs C Boyles (Reimburse expenses) £38.90

SLCC (Annual membership, shared 50/50 with Ewyas Harold Group) £73.50

4Seasons Ground Care Ltd (Grass cutting 2014) £602.78

Greenbarnes Ltd (Benches and picnic tables) £1523.52

P Hince (Reimbursement for hasp and padlocks for notice board) £14.83

Border Contracts Fencing Ltd (Bollards at recreation field) £1806.00

14.4 **Resolved** for approval from the Lengthsman Scheme:

Terry Griffiths (October 2014) £330.00

Madley Parish Council (Lengthsman administrator fee November 2014) £42.75

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

None.

**The meeting closed at 9.10pm**

**Next Meeting Tuesday 6<sup>th</sup> January 2015**

**Clerk**