

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

In attendance: Cllr D Taylor – Ward Member, CSO Witcher and Mrs C Boyles – Clerk. There were four members of the public present.

1 To accept Apologies for Absence

Cllr Hayes.

2 To receive Declarations of Interest & Dispensation Applications

None received.

3 To consider Minutes of the Previous Meeting

The Minutes of the Meeting held on 3rd June 2014, 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 an update on local crimes detailed in the bulletin.

4.2 Cllr Taylor had forwarded details of the South Wye Transport consultation and exhibition and encouraged people to attend. Cllr Taylor had chased up the Claypits Lane project as requested and had been informed by Balfour Beatty that the delay was down to Herefordshire Council. Herefordshire Council had told Cllr Taylor this was not the case and Herefordshire Council was not involved at all as it is a project between Balfour Beatty and the parish council. The clerk would get back in contact with Balfour Beatty.

4.3 The parish path officer's report was read out and had been put on the website.

4.4 Two members of the public requested the parish council submit a further statement to the Planning Inspectorate with regard to the MY34 footpath diversion inquiry. They were informed that the parish council had agreed the statement submitted and the representation procedure it had agreed to adopt and that this still stands.

5 To consider matters relating to Stoney Street Car Boot Sales

At the last meeting, where following a letter raising several local issues for attention, one of which being car boot sale traffic, it had been agreed to arrange an informal meeting with the car boot sale organisers to discuss traffic. This was the only action agreed by the parish council and the clerk had attempted to do so. Since then there had been communication and correspondence relating to an individual parish councillor taking photographs of activity at the car boot sale, which the car boot sale organisers, who were represented at the meeting, were not happy with. The matter was discussed at length. CSO Witcher confirmed that it was not an offence to take photographs in a public place. The parish council's intention had always been to work with the car boot sale, which it was acknowledged has planning permission to hold the sales, to achieve a workable system to facilitate traffic movement. The police have not received any complaints regarding the car boot sale recently. If there is an issue, it needs to be reported every time as this is the only way the police will be aware and members of the public should be informed of this.

Resolved that the situation be monitored ongoing and reviewed as necessary.

6 To consider matters relating to the Parish Path Officer role

The parish path officer report for this month had included information on comments submitted to Herefordshire Council on a recent planning application. The comments had been made under the auspices of the Parish Path Officer role as they had been signed off as from the Assistant Parish Path Officer.

Resolved that the clerk write to the parish path officer to clarify that there is no such position as assistant parish path officer, only a parish path officer, that being Mrs Joan Williamson, has been appointed by the parish council. Any comments on planning applications, that are being submitted under the auspices of the parish path officer (a representative of the parish council) should be

Action

Clerk

Clerk

provided through the parish council and not independently, without the parish council being aware.

7 Clerk Update and to note Correspondence List

A new domain name for the website of www.madley.uk had been offered to the parish council, but it was agreed the current one was fine. The circulation file was now mostly defunct, due to email and it was agreed to no longer have this. Any necessary correspondence for those not on email would be posted and correspondence would be listed on the information sheet and could be requested from the clerk. Herefordshire Council had confirmed no S106 agreement would be levied on Gelpack and it had been confirmed that the S106 money from Brightwells would be used on projects in Madley and was still in the pipeline. An email had been received from a member of the public regarding the cleanliness of the telephone box and whether it was needed. The parish council felt strongly that the phone box was a useful facility for the village and Cllr Edwards kindly offered to clean it.

Clerk/ME

8 Update on new Litter Bin and agree action required

Balfour Beatty had been slow to make any progress on this. The clerk would persist and if no progress had been made by the next meeting, the situation would be reviewed.

Clerk

9 To consider Lengthsman worksheets and consider any action required

The worksheet was noted. There were no defects to report. At the clerk's request, the lengthsman had confirmed he had scheduled a maintenance day in Shenmore on 10th July.

10 To consider comments on Planning Applications:

10.1 P141592/FH, 2 Saint Mary's Close, Madley – Proposed single storey extension.

Resolved to support this application.

Clerk

10.2 P1141260/CU, Buildings at Upper Wormhill Farm, Eaton Bishop – Prior Approval of a Proposed Change of Use of Agricultural Building to a Dwelling house (use Class C3) and for associated operational development to form 2 no. dwellings and 1 no. holiday let accommodation. This was noted as comments were not required.

10.3 P141777/FH, Blenheim House, Madley – Proposed two storey extension to rear.

Resolved to support this application.

Clerk

10.4 P141502/F, Flavex International Ltd, Gooses Foot Industrial Estate, Kingstone – Proposed extension to units 1 and 3 to provide additional storage areas, labs and staff canteen.

Resolved to support this application as it will create more jobs in the area although tree screening would be suggested due to the height of the building.

Clerk

11 To respond to Rural Housing Policy Review questionnaire for Parish Councils

Resolved that Cllrs Clelland and Beard would respond to this.

IC/RB

12 Recreation Field

12.1 The report from the recreation field working group was received. A meeting had taken place at the school to look at the plans and these were enthusiastically received by the children. They had been tasked with contacting local businesses to ask for contributions towards the new play equipment. A follow up meeting to see how this goes will be arranged. The clerk and Cllr Corcoran had attended a meeting with Dave Tristram at HVOSS to look at funding pots. No suitable large funding pots were currently available; therefore it was recommended that smaller pots be pursued. No grants were available for car parks.

Resolved for the clerk to submit an Awards for All grant for up to £10,000 towards some of the play equipment.

Clerk

12.2 The monthly inspection report was considered. A part of the adventure trail was broken and the clerk had contacted AE Evans, who made it, for a quote. They would not repair it, but could supply parts and prices had been provided.

Resolved that Cllr Wooles' husband take a look at the equipment to determine which parts were required.

HW

13 Finance Report

- 13.1 The bank reconciliation and updated budget sheets were approved.
 13.2 The draft grant awarding policy and application form were considered.
Resolved that these be adopted (Appendix 1) and any requests for grants/donations would be subject to the policy and required to complete an application form.
 13.3 The new standing orders and financial regulations were still currently being drafted.
 13.4 Subscription to HVOSS was considered. It was £30 per year and HVOSS were currently assisting with youth provision and funding advice.
Resolved to subscribe at a cost of £30 for the year.
 13.5 Payments approved:
 PAYE £40.80, NI £0.00 Employee, £0.00 Employer
 Mrs C Boyles (Reimburse expenses) £97.00
 13.6 Lengthsman payments approved:
 Madley Parish Council (Lengthsman administrator fee June 2014) £42.75

14 To consider whether to have an August Meeting

It was agreed for this to be decided by the Chairman and Clerk nearer the time, depending on whether there were any urgent matters for consideration.

15 Matters for the Next Agenda (no discussion)

None.

The meeting closed at 9.05pm

Next Meeting TBC

PH/Clerk

Appendix 1

MADLEY PARISH COUNCIL

Application for Grant

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	
2.	Name, Address and Status of Contact	
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity?	Yes/No
5.	Amount of grant requested	£
6.	For what purpose or project is the grant requested	
7.	What will be the total cost of the above project?	£
8.	If the total cost of the project is more than the grant, how will the residue be financed?	
9.	Have you applied for grant for the same	

	project to another organisation? If so, which organisation and how much?	
10.	Who will benefit from the project?	
11.	Approximately how many of those who will benefit are parishioners?	

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed.....Date.....

Madley Parish Council

Grants Policy

Madley Parish Council will consider applications for grants from voluntary groups or charitable organisations.

To qualify for an award the applicant must be able to demonstrate that any funding from Madley Parish Council will benefit the Parish, or residents of the Parish.

Grant applications will be dealt with by the Full Council.

In determining the validity of an application, the parish council will refer to the following guidelines:

Applications will be considered for the following purposes: -

1. For provision of a service or facilities that benefits the community.
2. For activities that raise the profile of the area.
3. For hosting special events or celebrations.
4. For the provision of recreational facilities.
5. For the purpose of purchasing equipment either in part or in full.

Conditions: -

1. Grants will not be awarded to individuals
2. Applicants should submit a completed application form, accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous 6 months must be enclosed.
3. Additional applications within a 12 month period will not normally be considered.
4. The award must be used for the purpose for which the application was made.
5. If the group is unable to use the award for the stated purpose, all monies must be returned to Madley Parish Council.
6. All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If Madley Parish Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded.
7. Groups operating outside the parish boundary will not normally be considered.

Eligibility: -

1. Any Charity, Voluntary Group or Community Organisation.
2. Agencies that operate within Madley Parish and are of benefit to the local community, with the following provisos:
 - *Madley Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.*
 - *Applications from schools for an activity that takes place within the school day will not be considered.*
 - *Madley Parish Council will not fund activities outside its powers and functions.*