

Cllr P Corcoran (Acting Chair), Cllr H Griffiths, Cllr R Beard, Cllr S Hayes and Cllr M Edwards.

In attendance: Mrs C Boyles – Clerk. There were two members of the public present.

	Action
<p>1 To accept Apologies for Absence Cllr Hince, Cllr Clelland, Cllr Burman, Cllr Wooles and CCllr D Taylor.</p>	
<p>2 To receive Declarations of Interest & Dispensation Applications None received.</p>	
<p>3 To consider Minutes of the Previous Meeting The Minutes of the Meeting held on 6th May 2014, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.</p>	
<p>4 Open Forum 4.1 There was no report from the local policing team. 4.2 There was no report from the Ward Councillor. 4.3 The parish path officer's report would be circulated and had been put on the website. 4.4 An update on the resurfacing of Claypits Lane was requested from a resident. The clerk had been chasing Balfour Beatty to programme it in, but so far had not received a response. The clerk would continue to press for a date.</p>	Clerk
<p>5 Clerk Update and to note Correspondence List The clerk had received an email from a resident regarding village clutter and a response was agreed. Balfour Beatty had now carried out a site visit at the location next to the Archenfield bus stop, where the parish council wanted to site the new bin. They had agreed to issue a license, but had indicated that a 'scan' would be required as their stat report showed there were BT wires underground around this location. The cost of this and who to carry it out was discussed and it was considered that along with the cost incurred for this and the cost of the bin, it would be more appropriate to accept the Balfour Beatty quotation to supply and install the bin. The bin previously chosen cost £229.21 exc. VAT plus the cost of the fixing kit. Balfour Beatty could supply and install a bin for £418.84. It was requested the clerk pursue the Balfour Beatty option in light of the new information.</p>	Clerk
<p>6 To consider Lengthsman worksheets and consider any action required The lengthsman discussed the work undertaken. Requests had been received from residents of Shenmore for maintenance required. Mr Griffiths would let the clerk know when he would be in Shenmore so that she could arrange for him to meet with the residents to discuss the issues. As far as the lengthsman could tell, Shenmore had no line drainage and relied upon ditches and grips. Defects requiring attention: Balfour Beatty would be asked to contact the lengthsman regarding the ditches at Swinmore Farm, the lengthsman would speak to the landowner at Gitnal Farm regarding the outfall for the drainage pipes, defects at Town House Farm would be reported to Balfour Beatty, defect at Churchfields is to be reported to Balfour Beatty and the lengthsman would look at work needing doing at Little Brampton.</p>	Clerk
<p>7 To respond to a letter received from a local resident at the May meeting The letter had been sent to planning, police and highways as agreed and responses received from highways and the police. The letter was discussed further. Resolved to respond that attempts to get information regarding the Brightwells S106 money from Herefordshire Council have been ignored and it will now be requested for the Ward Councillor to get involved, a planning page and link would be added to the website for planning applications, the police have offered to attend a meeting with the parish council and the car boot sale organisers, this will be arranged to discuss a solution, the query regarding the gate at Allensmore Nursery had already been answered by Cllr Burman at the last meeting and information from the highways</p>	Clerk

department would be passed on.

- 8 **To agree delegation of draft comments on the Herefordshire Local Plan – Core Strategy 2011-2031 Pre-submission Publication, for consideration at the July meeting**
Resolved that no response to this consultation be submitted.
- 9 **To consider comments on Planning Applications:**
9.1 P140928/F, Gelpack Industrial Ltd, Unit 4, Stoney Street Industrial Estate, Madley – Proposed polythene film recycling and production facility, with associated parking and access.
Resolved to support the application but request a S106 agreement towards the recreation field car park and request they inform Stoney Street residents of their proposals. **Clerk**
9.2 P140562/FH, Fields Place Farm, Canon Bridge, Madley – Renovation of single storey farmyard outbuilding with grade 2 listing into a two bedroom dwelling and associated car-port to remain ancillary to the main dwelling as a single planning unit and P140713/L, Fields Place Farm, Canon Bridge, Madley – Renovation of single storey farmyard outbuilding with grade 2 listing into a two bedroom dwelling and associated car-port.
Resolved to support both of these applications. **Clerk**
9.3 P140586/F, Lower Lulham Farm, Madley – Replacement agricultural building. Demolition of pole barn and replacement with smaller workshop building.
Resolved to support this application. **Clerk**
- 10 **To consider further documentation received from The Planning Inspectorate re. MY34 (Part) Public Path Diversion Order 2013 and agree any further comments or statement to submit**
Resolved that no further representation be made and that no representative from the parish council would speak at the inquiry. Copies of documentation requested by one of the parties would be supplied. **Clerk**
- 11 **To consider contribution to Parish Hall Car Park**
A contribution towards the parish hall car park resurfacing had been requested in July 2012 and the parish council had agreed to a donation in 2012/13 and 2013/14 subject to the remainder of funding being secured. The work had now been done and the parish hall committee had requested a contribution towards it.
Resolved that due to significant budget expenditure planned for the parish council this year, a grant of £100 was agreed.
- 12 **Recreation Field**
12.1 The report from the recreation field working group was received. The Red V Blue matches were due to take place on 7th June, but there had been little interest. The proposed plan for the recreation field was discussed. Out of three providers who had looked at the field, Sovereign Play, Broxap Handmade Places and Proludic, the RFWG recommended that the Proludic plan be taken forward and funding looked for. It was proposed that the equipment on this plan as well as adult fitness equipment and resurfacing of the car park area be considered as the scheme to seek funding towards. It was hoped to have a meeting at the school with the school working group to look at the plan and for the children to write to local businesses for donations towards the purchase of the play equipment. The clerk and Cllr Corcoran had attended a funding breakfast and a meeting with Dave Tristram from Herefordshire Council/HVOSS arranged to look at possible funding streams.
Resolved that this plan is agreed and progressed with funding for the project sought. **Clerk**
12.2 The annual RoSPA inspection report had been received from Wicksteed and circulated.
Resolved that no action be taken currently due to the works planned on the field.
- 13 **Finance Report**
13.1 The bank reconciliation was noted.
13.2 The draft grant awarding policy and application form would be deferred to the next meeting.
13.3 A request from Madley Church for an annual donation towards church clock maintenance was considered. The church's preferred contractors were JB Joyce & Co. and the annual maintenance cost would be £205.00 exc. VAT per year.

Resolved that a grant be given this year to cover the cost of the annual service, but that the request would be considered annually, upon receipt of a request by Madley Church, for consideration when setting the precept.

Clerk

13.4 The internal auditor's report and the annual return for 2013/14 were considered for approval.

Resolved to note the internal auditor's report and approve the annual return for 2013/14. It was requested the clerk purchase a Marks & Spencer gift card as a thank you to Helen Booth for carrying out the internal audit again this year.

Clerk

13.5 Subscription to HVOSS would be considered at the next meeting.

13.6 Payments approved:

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

Mrs C Boyles (Reimburse expenses) £43.73

Wicksteed Leisure Ltd (Safety inspection) £54.00

13.7 Lengthsman payments approved:

Terry Griffiths (Madley May 2014) £324.00

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

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

None.

The meeting closed at 9.00pm

Next Meeting Tuesday 1st July 2014