

Minutes of the meeting of Madley Parish Council held on Tuesday 7th October 2014 in Madley Parish Hall at 7.15pm

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

In attendance: Cllr D Taylor (Ward Member) and Mrs C Boyles (Clerk). There were two members of the public present.

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| <p>1 To accept Apologies for Absence
Cllr P Hince, Cllr P Corcoran and the Local Policing Team. Seamus Hayes had sent a letter of resignation to Cllr P Hince, but this had not been received by the clerk yet. Once this had been received, the elections department would be informed.</p> | Clerk |
| <p>2 To receive Declarations of Interest & Dispensation Applications
None.</p> | |
| <p>3 To consider Minutes of the Previous Meeting
The Minutes of the Meeting held on 2nd September 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 None received.
4.2 Cllr Taylor was attending a meeting with the Planning department for a site visit to look at highway issues with the Gelpack planning application. Cllr Taylor was applying pressure to Herefordshire Housing to take some action with regards to a property on Pennylock that was continually causing problems over many years. It was requested the clerk chase up on previous correspondence to Herefordshire Housing on this issue.
4.3 The parish path officer's report had been circulated.
4.4 Details of the status of the planning application for Faraday House were requested. These were not known and it was advised to contact the planning department.</p> | Clerk |
| <p>5 Clerk Update and to note Correspondence List
Balfour Beatty had requested details of any sandbag requirements. It was requested the clerk ask the parish hall committee if they would permit a pallet of sandbags to be stored in the car park for use by the public if necessary. If permission given, the clerk would request one pallet of 50 sandbags. An offer to join the winter maintenance self-help scheme had been received from Balfour Beatty. It was agreed for the clerk to circulate details and make enquiries about new grit bins and this would be discussed at the next meeting.</p> | Clerk |
| <p>6 To consider whether to investigate possible reinstatement of the evening/weekend bus service
Herefordshire Council had declined to attend a meeting and had said that if the parish council wanted to investigate this, give details of the relevant service and a cost for this could be provided. Resolved not to pursue this as use was too low to justify the expenditure.</p> | |
| <p>7 To consider further information on a Speedwatch Initiative in the Parish
Herefordshire Council had provided further details on this initiative. Resolved not to take part in this initiative.</p> | |
| <p>8 To consider request for funding to set up a Youth Club in Madley
Cllr Corcoran had requested a grant to set up a youth club in Madley as he now had a team of volunteers. The youth club would be independent of the parish council and HVOSS would oversee it. All volunteers (four) would be DBS checked and necessary training provided by HVOSS. The cost of the training would be around £150. Resolved that the parish council would cover the cost of the training course and four DBS checks. Cllr Corcoran would be thanked for all his hard work in seeing this project come to fruition.</p> | Clerk |

<p>9 To consider action on Herefordshire Housing Archenfield numbering sign Resolved that the clerk request Herefordshire Housing reinstate the sign that was removed.</p>	<p>Clerk</p>
<p>10 To consider Lengthsman worksheets and any action required The lengthsman had been awaiting confirmation from Balfour Beatty that the works on Brampton Road were not on their schedule, which Linzy Outtrim had now confirmed that they weren't. Herefordshire Council had sent details of proposed changes to the Lengthsman Scheme, including recalibrated lengths of highway in the parishes. This list suggested a reduction in highway for Madley but increase for Eaton Bishop. Resolved for Terry Griffiths to complete the Brampton Road job as soon as possible. Resolved to request Terry looks at the blocked drain outside Rosemary Cottage and the drainage outside Middle Brampton Farm. Resolved to query the highway measurements with Herefordshire Council.</p>	<p>Clerk Clerk Clerk</p>
<p>11 To consider installing Village Signs The possibility of decorative/informative village signs and other ways of publicising the village, its activities and that of the parish council was discussed. Resolved that all members give this their consideration for the next meeting.</p>	
<p>12 Planning 12.1 Comments made under delegated powers on P142535/F, Lulham Court, Madley – Proposed steel portal frame building to be used as a muck store, with an uneven faced roof pitch for locating a small photovoltaic array upon, that the application was supported, were noted. 12.2 Comments made under delegated powers on P142588/F, Swinmore Poultry Farm, Madley – Proposed general purpose agricultural building (including use for seasonal lambing and calving purposes), that the application was supported, were noted. 12.3 Planning application P142838/F, The Lodge, Blenheim, Madley – Proposed replacement of mobile home to bungalow was discussed. Resolved to object to this application as the concept of a material change of use from temporary to brick, single to two storeys is unacceptable. This application represents unattractive ribbon development, outside of the village envelope, on the outskirts of a modest village and the parish council generally considers the location inappropriate. The parish council is concerned a precedent could be set.</p>	<p>Clerk</p>
<p>13 Recreation Field 13.1 The recreation field checklist was not received as it had been Seamus Hayes' turn on the rota. The adventure trail was still broken and Cllr Wooles was still investigating this. Weekly inspections were required as part of the insurance policy and this was discussed. The weekly checks only needed to be visible checks on any obvious damage/hazards. A resident who walks the field regularly offered to help with this. It was requested the clerk look into 'volunteer dog warden' schemes for the next meeting. Resolved that parish councillors will remain taking it in turns on a rota basis to check the recreation field, but a weekly check would be carried out by the resident, with the clerk retaining copies of these for the records. 13.2 Alcohol Free Zone signage had been confirmed as the parish council's responsibility for purchasing. The police had suggested three were required but that it may be advisable to order five, to keep in reserve. Balfour Beatty had provided a quote of £35 plus VAT for a 450mm sign and £39.74 plus VAT for a 600mm sign. PC Lea had requested details of the best times and days to patrol the field, to enforce the alcohol free zone. Resolved to order one 600mm sign as it was felt that with existing signs, this would be sufficient. 13.3 The grant application to the West Mercia Police and Crime Commissioner had been successful and £1,600 had been awarded to install bollards across the field, which two drop down ones to enable access to authorised vehicles. It was noted that the grant application to Awards for All for £10,000 to install Madley Youth Zone had also been successful and copies of the grant offer were given to members. Resolved that the grant be accepted and the clerk arrange for the work to be carried out by Border</p>	<p>Clerk Clerk Clerk</p>

Fencing, at a cost of £1,600 as they were the only contractor to provide a quote out of three that quotes were requested from.

13.4 Provision of Wildplay sessions for 2015/16 was discussed, but was deferred to a future meeting.

13.5 The recreation field seating had been delivered and the goal posts were on order. Locations for the equipment and volunteers to install were discussed.

Resolved that the clerk draw up a plan with proposed locations on, for agreement at the next meeting

Clerk

13.6 Madley Charities had confirmed they would consider a grant application for the recreation field. As the clerk was secretary to Madley Charities, it would be inappropriate for her to write a letter of application.

Resolved that Cllr Clelland write a letter of application.

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14 **Finance Report**

14.1 The bank reconciliation was verified and updated budget sheets were approved.

14.2 Nicky Cox, a local resident, had volunteered her services as internal auditor for 2014/15.

Resolved that it was approved for Ms Cox to be appointed and for the clerk to issue a letter of engagement.

Clerk

14.3 The clerk's salary for 2015/16 was discussed.

Resolved that the clerk's salary increase by one to SCP 25 from April 2015. Upon completion of CiLCA, this would increase by a further SCP. Study time of 20 hours, split with Ewyas Harold Group Parish Council was agreed to be paid upon completion of CiLCA.

14.4 Payments approved:

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

Mrs C Boyles (Reimburse expenses) £49.01

Herefordshire Nature Trust Ltd (Wildplay session) £180.00

14.5 Lengthsman payments approved:

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

15 **To discuss footpath issues**

Concerns had been raised regarding footpath issues within the parish and it was requested the clerk arrange a meeting with the Parish Path Officer to discuss.

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

None.

The meeting closed at 9.30pm

Next Meeting Tuesday 4th November 2014