

Minutes of the meeting of Madley Parish Council held on Tuesday 2nd September 2014 in Madley Parish Hall at 7.15pm

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

In attendance: Cllr D Taylor (Ward Member), PC Lea, Linzy Outtrim (Locality Steward), Terry Griffiths (Lengthsman) and Mrs C Boyles (Clerk). There were three members of the public present.

	Action
<p>1 To accept Apologies for Absence Cllr Hayes, Cllr Wooles, Cllr Burman.</p>	
<p>2 To receive Declarations of Interest & Dispensation Applications Cllr Hince declared a non DPI in item 9.</p>	
<p>3 To consider Minutes of the Previous Meeting The Minutes of the Meeting held on 1st July 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 PC Lea gave an update on local crime. Speed checks had been carried out on Brampton Road and a request was made for this to be done on Stoney Street also. A mobile police surgery would be taking place in various locations – any suggested locations, please let the local policing team know. The clerk queried responsibility for Alcohol Free Zone signs as despite chasing, there had been conflicting advice. PC Lea would find out a definitive answer and let both the clerk and Linzy Outtrim know. 4.2 Cllr Taylor introduced Linzy Outtrim as the Locality Steward for the Golden Valley. Cllr Taylor asked for the clerk to arrange a meeting with local parishes, Herefordshire Council and the bus operator to discuss providing an evening/weekend bus service, with the cost being shared by the parishes. It was agreed for the clerk to try and arrange this. 4.3 The parish path officer's report had been circulated and put on the website. The PPO had invited the parish council to attend a walk on Saturday 4th October. This offer was declined. Ms Outtrim confirmed that PPO reports could be sent to her direct, but that only high priority issues were currently being addressed. A copy of all paperwork relating to the MY34 inquiry had been received and was held by the clerk. 4.4 A large amount of correspondence from two members of the public regarding various parish issues had been received. The issues detailed were all matters for either Balfour Beatty or the Customer Resolution Team at Herefordshire Council and could be reported direct. Due to the time being spent by the clerk in dealing with this type of correspondence, it was agreed for the clerk to pass on the reporting details and request these be reported directly ongoing.</p>	Clerk
<p>5 Clerk Update and to note Correspondence List The Paterson Close road sign with the correct spelling had now been done. Claypits Lane resurfacing was now complete. A resident of Pennylock had fallen badly recently and it was agreed for the clerk to contact Herefordshire Housing to enquire when footpath improvements would take place.</p>	Clerk
<p>6 To consider contribution towards the reinstatement of the Sunday Hay-on-Wye to Hereford Bus Service Information on this had been circulated to members and was discussed. Resolved that no contribution be made. Members felt that numbers using the service were too low to justify a contribution.</p>	Clerk
<p>7 To consider a Speedwatch Initiative in the Parish HALC had appealed for volunteer parishes interested in this initiative.</p>	

<p>Resolved not to volunteer for this initiative.</p>	
<p>8 To complete the West Mercia Police & Crime Commissioner, Town and Parish Council Survey Resolved not to complete the survey.</p>	
<p>9 To consider comments on the Travellers’ Sites Document – Issues and Options Paper Resolved that Cllr Clelland would draft a response to this, for circulation. Subject to agreement from members, it was delegated to the clerk to submit the response.</p>	<p>IC/Clerk</p>
<p>10 To consider Lengthsman worksheets and any action required The worksheets and works required were discussed. Brampton Road required work and Terry Griffiths had quoted £900 plus VAT to clear ditches on both sides of the road, reinstate grips, clear headwalls and jet out culverts from Little Brampton to Blenheim Farm. The clerk gave details of remaining budgets for the Lengthsman Scheme. The issue relating to the stretch between Woodyatts Lane and the Vicarage was scheduled with Balfour Beatty for attention. Linzy Outtrim had received information that the verge cut by Balfour Beatty would be taking place shortly. Resolved for the clerk to report the defects raised for Eaton Bishop. Resolved for Terry Griffiths to approach the landowner re. the line drainage issue on Brampton Road and liaise with Balfour Beatty. Resolved to report the B4352 stretch from the crossroads at The Comet towards Eaton Bishop to Balfour Beatty for attention due to recurring flooding in this location. Resolved to accept the quote for Brampton Road from Terry Griffiths and request that this work and two maintenance days be carried out prior to the end of December, for the Madley element of the Lengthsman Scheme.</p>	<p>Clerk TG Clerk Clerk</p>
<p>11 To consider comments on Planning Applications: 11.1 P142276/F, Brightwells Auction Site, Stoney Street, Madley – Proposed demountable office unit. Resolved that it would be preferential to be single storey as this would be less intrusive to the local environment. 11.2 P142437/F, Land Adjacent to Town House, Madley – Variation of Condition 2 of Planning Permission P140210/F. Resolved that there were no objections to this application. 11.3 P142506/FH and P142507/L, Little Castle, Castle Farm, Madley – Proposed garden room extension. This application had been received since the agenda was published and comments would be submitted by the clerk under delegated powers. Resolved to support these applications.</p>	<p>Clerk Clerk Clerk</p>
<p>12 Update on the new litter bin and agree action required This was still progressing slowly and Linzy Outtrim offered to chase this up.</p>	
<p>13 Update on defibrillator installation and agree action required The defibrillator was now installed and payment of £39.42 for mains connection and materials was agreed. The clerk would now publicise the defibrillator and the grant received and arrange training sessions.</p>	<p>Clerk</p>
<p>14 Recreation Field 14.1 The recreation field checklist was received. The adventure trail was still broken and an update would be requested from Cllr Wooles. 14.2 Alcohol Free Zone signage was still outstanding and PC Lea would find out the definitive position so that this could be dealt with. 14.3 The grant application submitted by the parish hall committee for goal posts, seating and picnic benches had been successful and a cheque was received with thanks from the parish hall committee to purchase these items for the recreation field. The clerk would order the items and volunteers would be sought to help with installation. 14.4 A draft Awards for All application for £10,000 for ‘Madley Youth Zone’ project which would</p>	<p>Clerk</p>

provide equipment for older children and teenagers had been circulated for consideration.
Resolved that this application be submitted.

Clerk

15 Finance Report

15.1 The bank reconciliation was approved.

15.2 The audit for 2013/14 was now concluded satisfactorily and this was noted.

15.3 An internal auditor for 2014/15 is required. Members would try and find a suitable person and it would be put on next month's agenda

15.4 The draft new Standing Orders and Financial Regulations had been circulated and were considered.

Resolved adopt both the draft Standing Orders and Financial Regulations.

15.5 Payments approved:

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

Mrs C Boyles (Reimburse expenses) £83.23

LC & JD Prosser (Levelling at the recreation field) £96.00

Grant Thornton UK LLP (Audit fee) £120.00

15.6 Payments ratified:

PAYE £41.00, NI £0.00 Employee, £0.00 Employer

15.7 Lengthsman payments approved:

Terry Griffiths (Madley June & July 2014) £654.00

Terry Griffiths (Eaton Bishop August 2014) £330.00

Madley Parish Council (Lengthsman administrator fee July & August 2014) £85.50

16 To authorise the clerk's remaining holiday

Two weeks commencing 15th December 2014 were authorised.

17 Matters for the Next Agenda (no discussion)

Youth Club.

The meeting closed at 9.30pm

Next Meeting Tuesday 7th October 2014