

MUCH MARCLE PARISH COUNCIL

Parish Councillors are summoned to attend a Meeting of Much Marcle Parish Council at Much Marcle Memorial Hall on Wednesday, 19th July at 7.30pm, for the purpose of transacting the business set out below.

The Public are cordially invited to attend.

AGENDA

- 1. To receive and accept apologies for absence.**
- 2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**
- 3. Open Session:**
 - 3.1 To receive a report from the Ward Councillor.
 - 3.2 To receive representations from the Public.
(Designated maximum period of 15 minutes to accommodate members of the public who may wish to raise relevant issues or ask the Parish Council Questions in respect of business itemised on the agenda and shall not speak for more than three minutes.)
- 4. To approve the Minutes of the Parish Council Annual Meeting held on the 10th May 2023 as a correct record.**
- 5. To consider any matters arising from the Annual Parish Meeting held on the 12th April 2023.**
- 6. Policy:**
 - 6.1 To consider the Risk Register, Schedule Assessment and Finance Controls – Appendix 1
 - 6.2 To consider the Risk Management Policy – Appendix 2
 - 6.3 To consider the Reserves Policy – Appendix 3
 - 6.4 To consider the Data Protection Policy – Appendix 4
 - 6.5 To consider the General Privacy Notice – Appendix 5
 - 6.6 To consider the General Privacy Notice for Staff – Appendix 6
 - 6.7 To consider the Data Security Incident Procedure – Appendix 7
 - 6.8 To consider Subject Access Policy and request for information – Appendix 8
- 7. Much Marcle Memorial Hall**
 - 7.1 To receive a report on Much Marcle Memorial Hall from the Parish Council representative and consider any actions.
- 8. To receive an update on the Community Shop and consider any actions.**
- 9. Highways**
 - 9.1 To receive a report from the Highways Group and consider actions.
 - 9.2 To receive an update on the speeding limit change.
 - 9.3 To consider a response to the request from the Daffodil Line to support a bus stop close to Hellens House.
 - 9.4 To consider the EV charging points.
- 10. Footpaths**
 - 10.1 To appoint Footpath Officers for 2023/24
 - 10.2 To receive a report from Footpath Group and consider actions.
 - 10.3 To consider the trees managed by the Parish Council.
- 11. Planning**
 - 11.1 To receive a report from the Planning Working Group and consider their reporting structure.

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- 11.2 To review the Asset register checks and consider any actions.
- 11.3 To Comment on Planning Applications for Determination by Herefordshire Council:
- Planning Consultation - 232155 - Jubilate, Rushall, Ledbury, Herefordshire HR8 2PE
DESCRIPTION: Proposed single storey kitchen and utility extension.
- 11.4 To Note Planning Responses Submitted between Meetings under Devolved Powers:
- Planning Consultation - 231237 - Land at The Wainhouse, Much Marcle, Herefordshire, HR8 2LY
Proposed erection of a four bedroom detached single storey dwelling, to include partial demolition of existing dwelling. To Support submitted 26.05.2023
 - Planning Consultation - 231198 - Hellens, Monks Walk, Much Marcle, Ledbury, Herefordshire HR8 2LY Ash x 3 - poor condition, leaning significantly, shading neighbouring specimen trees, signs of Chalara dieback of Ash. Carefully fell in sections to as near ground level as possible. To Support submitted 26.05.2023
 - Planning Consultation - 230317 - Audleys, Much Marcle, Ledbury, Herefordshire HR8 2NW
Erection of stable block and feed/tack room that has been erected on concrete stable base with wooden fencing around its perimeter and accessed by two metal gates that are .3m squared. The stables and tack/feed room will have electricity/water supply for standard domestic use. Retrospective. To Support submitted 07.06.23
 - Planning Consultation - 231518 - Keepers Lodge, Much Marcle, Ledbury, Herefordshire HR8 2NW
Proposed internal and external alterations to the rear of Keepers Lodge, and attached outbuildings. Erection of detached timber framed garage to the north of the curtilage, and new wildlife pond (retrospective) to the northeast. To Support submitted 28.06.23
- 11.5 To Note Planning Decisions made by Herefordshire Council:
- Planning Consultation – 230922 – Homme House. Work Allowed.
 - Planning Consultation – 230718 – Land at Firs Farm. Prior Approval Not Required. Work to commence within 5 years of date of application.
 - Planning Consultation – 230924 – Hellens. Approved with Conditions.
 - Planning Consultation – 230906 – Conversion of Barn, Old Lodge. Approved with Conditions.
 - Planning Consultation – 231198 – Hellens. Work is Allowed.
 - Planning Consultation – 230317 – Audleys. Approved with Conditions.

12. Environment and Community.

- 12.1 To receive a report from the Environment and Community Working Group.
- 12.2 To consider a separate Working Group to focus on flooding.

13. Finance

- 13.1 To receive the July Finance Reports – Appendix 9 and 10
- 13.2 To note the Bank Statement to 30.06.2023
- 13.3 To consider the Jubilee and Project reserves and consider any actions.
- 13.4 To receive an update on Lloyds Bank to Unity Bank and consider actions.
- 13.5 To consider the following invoices for payment:

Clerk Expenses	Microsoft Licence June and July 23	£20.68
Much Marcle Memorial Hall	Coronation Expenses	£141.05
Much Marcle Memorial Hall	Hall Hire Annual Meeting	£15.00
HALC	Clerk training Lawful Pursuits	£220.00
HALC	Clerk training Finance	
	In house Councillor Training	£453.77

- 13.6 To ratify payments made between meetings:
- | | |
|-------------------------------------|---------|
| HALC Training and recruitment costs | £660 |
| HMRC PAYE Oct/Nov/Dec payment | £149.60 |
| HMRC March 23 | £58.60 |

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Clerk Salary March 23	As per contract
Clerk Outgoing Microsoft Licence Jan/Feb 23	£22.56
Unity Bank opening balance transfer	£500
Clerk Salary May	As per contract
Clerk Salary June	As per contract

13.7 To note income received: None to date

13.8 To note the VAT refund for 22/23 been submitted.

13.9 To note invoice sent to Much Marcle Primary School for £75 Bartons Field use.

13.10 To consider the insurance provision for 2023/24.

14. To Appoint Representatives to Outside Bodies

14.1 To appoint a representative to the Herefordshire Community Foundation, Much Marcle United Fund assessment panel.

15. Training

15.1 To receive an update on training undertaken.

15.2 To consider training needs.

16. Website

16.1 To review the website security and consider actions.

16.2 To consider .gov.uk email addresses for councillors.

17. Correspondence

17.1 To consider comments from a local resident regarding the 3 Shires Rally.

17.2 To consider comments from a local resident regarding the fencing around Bartons.

17.3 To consider the Herefordshire Minerals & Waste Local Plan Main Modifications Consultation.

17.4 To consider the Public in Policing Town and Parish Council Survey.

17.5 To consider Woolhope NDP and consider a response.

17.6 To note the Parliamentary Boundary Review 2023.

17.7 To note the July Ward Report.

18. To consider items for the next meeting – no discussion.

19. To note the date of the next meeting.

Rachel Freestone

Date: 14.07.2023

Rachel Freestone

Parish Clerk – Much Marcle Parish Council.