

20/23-24

Much Marcle Parish Council Meeting
Minutes of the Parish Council Meeting held
Wednesday 13th September 2023
7.30pm in Much Marcle Memorial Hall

Present: Cllr M. Barber-Starkey (in the Chair) and Cllrs J. Baldwin; S. Cotton; A. Hope; E. Jefferson; F. Powell and T. Weston.

In attendance: 0 member of the public; Clerk - Rachel Freestone

1. Apologies for Absence:

Apologies had been received and accepted from Cllr E. Thomas. Apologies also received and accepted from Ward Members Barry Durkin and County Councillor Graham Biggs. Cllr D. Griffiths was absent with no apologies received.

2. To receive any declarations of interest or written applications for Dispensation:

Cllr Hope declared a pecuniary interest in Agenda items 9.2 and 10.2.

3. Open Session:

3.1 Report from the Ward Councillor.

In his absence there was none.

3.2 Public Participation:

There were none.

4. Minutes of the Previous Meeting:

Members considered the minutes of the Parish Council Meeting held on the 19th July 2023. **It was RESOLVED:** to approve the minutes as a true record of the meeting. They were duly signed by the Chairman.

5. To Review the Following Policies for Much Marcle Parish Council:

5.1 Health and Safety Policy. **It was RESOLVED:** to adopt the policy for 2023-24 with referral to the policy to be added as an Agenda item alongside Asset Register checks.

5.2 Grants and Donations Policy. **It was RESOLVED:** to adopt the policy for 2023-24 and for the Clerk to inform the Parish via The Mercury of the grants available.

A member added that the Parish Council did not have a S106 wish list. **It was RESOLVED:** defer to the next meeting and the Clerk to contact the Mercury to request suggestions from the Parish.

6. To Receive a Report from Much Marcle Memorial Hall:

Cllr Baldwin updated members of the events being held in the Memorial Hall in the Autumn; Big Apple on the 14-15 Oct, Ceilidh on the 4th Nov and the Tree of Light in December. Bouncy Castles are no longer permitted in the Memorial Hall for Health and Safety and insurance reasons.

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7. To Receive a Report on the Community Shop:

In their absence the Clerk shared an email received with comments. *“We are finalising bits and pieces for our planning application with the aim to submit by the end of September. We are also still awaiting the outcome for our expression of interest for the Hubs Capital Grant Scheme. Decisions apparently not being made until end of September. Otherwise we are very grateful to several volunteers taking up organising fundraising events. Amongst them, car boot sales and book sales in Ledbury and the Model Air Show. The book sales alone made already over £550.”*

Cllr Barber-Starkey added that a planning application is to be submitted with the emphasis of creating a Community Hub to work alongside other venues in Much Marcle.

8. Highways:

- 8.1 Cllr Powell reported that the larger pot holes are being filled but frustrating that some are not of sufficient size to be filled. Kempley Parish Council had been in contact regarding the condition of the Kempley Road as it crosses the Gloucestershire/Herefordshire border. Cllr Powell and Cllr Barber-Starkey had examined the Gloucestershire side and deemed it in an adequate condition for a C class road.
- 8.2 No further information has been received regarding the speed limit change. **It was RESOLVED:** the Clerk to contact County Councillor Graham Biggs in Ward Member Barry Durkins absence to request an update.
- 8.3 The Clerk reported that Paul Williamson, Senior Public Transport Officer had contacted to inform that a bus stop closer to Hellens would require input from Herefordshire Highways Engineers. A formal meeting would be put in place with Parish Councillors on site but no date arranged as yet. **It was RESOLVED:** to defer pending the meeting.
- 8.4 In the Ward members absence there was nothing further to report on EV points. Members considered comments made at the meeting on the 19th July. **It was RESOLVED:** no publicly owned land suitable for EV points currently, no further action required.

9. Footpaths:

- 9.1 Cllr Baldwin reported that footpath MM3 has had a new bridge constructed. In addition, a replacement stile is being provided for footpath MM16. A meeting had been held in August with representatives from Herefordshire County Council Footpaths with two actions pending as a result, replacement bridges at both Rushall and Kynaston. The Footpath Group have put forward a reduction in the length of the bridges to 4-5 metres which they hope will speed up the process. Cllr Hope left the room.
- 9.2 Members considered the Tree Survey. **It was RESOLVED:** to request a quote for the required work. Cllr Hope returned to the room. Members requested a quote for the maintenance required. Cllr Hope informed members that the work would be completed as a donation to the Parish. **It was RESOLVED:** the Clerk to write to Adrian Hope Tree Services to authorise the work. They were thanked for their generosity.

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10. Planning:

- 10.1 **It was RESOLVED:** Cllr Weston to be the Clerks lead contact for communication with the Planning Working Group.
- 10.2 To Comment on Planning Applications for Determination by Herefordshire Council:
APPLICATION NO & SITE ADDRESS: Planning Consultation - 232614 - Walnut Tree Cottage, Much Marcle, Ledbury, Herefordshire HR8 2LY DESCRIPTION: T1 - Liquidambar on roadside boundary, fell to as near ground level as possible and grind out resultant stump. Reason - outgrown situation; rubbing on building.
Cllr Hope left the room. Members considered the planning application.
It was RESOLVED: to SUPPORT the application.
- 10.3 To Note Planning Responses Submitted between Meetings under Devolved Powers:
There were none.
- 10.4 To Note Planning Decisions made by Herefordshire Council:
It was noted:
- Planning Consultation – 231517 and 231518 – Keepers Lodge. Approved with Conditions.
 - Planning Consultation – 232155 – Jubilate – Approved with Conditions.

11. Environment and Community:

- 11.1 To receive a report from the Environment and Community Working Group.
No issues to report.
- 11.2 Cllr Cotton presented 3 quotes received from ‘Say it with Wood’ for differing styles of gate, pedestrian gate and 3 lengths of 2.5metre fencing for Bartons. **It was RESOLVED:** Cllr Cotton to obtain two further quotes to present to the next meeting for decision.

12. Neighbourhood Development Plan:

The Clerk reported that Grant applications through Locality for 23-24 are now live. The Basic Grant is £10000 but sums allocated since April 2015 are taken from this. Much Marcle Parish Council have £1000 of Basic Grant left. **It was RESOLVED:** to defer until the NDP requires updating.

13. Finance:

- 13.1 The Clerk informed members that the Lloyds Bank accounts are now closed. A £30 charge had been made by Lloyds Bank to close the account.
- 13.2 Members noted the Bank Reconciliation to 31st August 2023 and reserve balances available.
- 13.3 Bank Statement to 31st August 2023 NOTED at £21388.23.
- 13.4 The Clerk informed members that the 30 day savings account through Unity is only available for balances over £2 million therefore not applicable to Much Marcle Parish Council.
- 13.5 **It was RESOLVED:** to approve the following invoices for payment:
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|----------------|--------------------------------------|------------|
| Clerk Expenses | Microsoft Licence August and Sept 23 | £18.80 net |
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- 13.6 **It was RESOLVED:** To ratify the following payments made between meetings:
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|---------------------|--------------------------|-----------------|
| Clerk | Salary July 23 | As per contract |
| Clerk | Salary August 23 | As per contract |
| Gallagher Insurance | Annual Insurance Premium | £462.37 |
- 13.7 Income received Noted:
- | | |
|--|---------|
| VAT 22-23 | £416.05 |
| Much Marcle Primary School Bartons Field | £75 |
- The Clerk added that on the 1st September a VAT refund had been received for £455.58 to include April 2019 to March 2022.
- 13.8 In Cllr Thomas absence there was no update. Item deferred to the November meeting.
- 13.9 Members considered the soft pore in Bartons from where the swings used to be situated. **It was RESOLVED:** to remove the soft pore as soon as possible and for the Clerk to contact the Primary School to inform them.
The Clerk reported that the Primary School had confirmed they complete regular Health and Safety checks of Bartons Field and are responsible for tree surveys and maintenance of the two trees that border the school and the field.

14. Training

- 14.1 There was none.
- 14.2 **It was RESOLVED:** to defer pending the release of the Autumn Training Schedule from HALC.

15. Website

- 15.1 Members considered a move to gov.uk email addresses for councillors. Concern was raised over security of gov.uk email addresses and hacking. **It was RESOLVED:** to not move to gov.uk email addresses.

16. Correspondence:

Members noted the correspondence received.

17. To Consider Agenda Items for the next meeting:

Planning wish list – S106
Media policy and spokesperson.
Condition of the Dog Poo Bin.
Bartons Field project.

18. **Next Meeting:** It was NOTED that the next meeting of Much Marcle Parish Council will be held at 7.30pm on Wednesday 8th November 2023 in Much Marcle Memorial Hall.

Meeting Closed at 9.30pm.

Signed..... Dated.....

Chairman