

## **MUCH MARCLE PARISH COUNCIL**

**Parish Councillors are summoned to attend a Meeting of Much Marcle Parish Council at Much Marcle Memorial Hall on Wednesday, 11th September 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:**
  - a. To receive a report from the Ward Councillor.
  - b. 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 agree and sign the minutes of the Parish Council Meeting held on the 17<sup>th</sup> July 2024.**
- 5. To review the following policies and procedures (previously circulated) for Much Marcle Parish Council:**
  - a. Finance Controls and Risk Assessment (amendments shown in red) – Appendix 1
  - b. Risk Schedule (Appendix 2) and to consider amending checks to every 4 months from 3 to tie in with meeting dates.
- 6. Much Marcle Memorial Hall:**
  - a. To receive a report from the parish council representative and agree any actions.
- 7. To receive an update on the Community Shop and agree any actions.**
- 8. Highways:**
  - a. To consider any matters arising from the Highways Working Group and agree actions.
  - b. To consider the speed of vehicles on the Dymcok Road, B4024 and consider actions.
  - c. To note the proposed speed checks on A449.
  - d. To consider Finger Post signs to direct traffic to the school, Memorial Hall and Church and agree actions.
- 9. Footpaths:**
  - a. To receive a report on the Footpath Regeneration Project and agree any actions.
  - b. To note the purchase of a First Aid Kit.
  - c. To receive a report on any other Footpath matters arising and agree actions.
- 10. Planning:**
  - a. To comment on Planning Applications for Determination by Herefordshire Council:
    - 241873 Hellens, Monks Walk, Much Marcle. Proposed erection of a gallery and recital building with associated works.
    - 242163 Hill Cottage, Much Marcle. Construction of timber frame barn for agricultural and equestrian mixed use.
  - b. To note Planning Responses Submitted between Meetings under Devolved Powers:
    - 241895 Hale End, Much Marcle. Refurbishment of existing bungalow. SUPPORT
  - c. To note planning decisions made by Herefordshire Council:
    - 233688 Land at Upper House, 2 shepherds huts. APPROVED with conditions
    - 241187 Hellens Lodge, proposed extension. APPROVED with conditions
    - 240227 Phillips House, Sycamore tree CAN PROCEED.

**11. Assets:**

- a. To note the installation of the gates and fence at Bartons and consider any further actions required.
- b. To note the condition of the bus shelter in Much Marcle and agree actions.
- c. To note the latest tree inspection and subsequent works carried out – Appendix 3
- d. To consider the purchase of a replacement noticeboard and agree actions.
- e. To note the purchase of a replacement laptop for the Clerk.
- f. To note the purchase of a first aid kit for the Footpath Officers.
- g. To note the latest defibrillator check.

**12. Environment and Community:**

- a. To note the Parishioners Wish List from the Annual Parish Meeting and agree actions.

**13. Finance**

- a. To note the Bank Reconciliation and Bank Balances for July and August 2024 – Appendix 4
- b. To note the amendment to the Asset Register to include the gates and fence at Bartons.
- c. To note the quote and purchase of insurance from Hiscox Insurance for £468.91 as part of a LTA, bought through Gallagher Insurance.
- d. To note that the insurance brokers have been contacted to inform them of the gates at Bartons, awaiting a response if affects the premium.
- e. Note the amendment to Unity Bank Charging Structure from quarterly to monthly.
- f. To note the following virements from the Cashbook Reserves to Budget:
  - Website - £123.63 reserve added to 2024-25 budget. New budget figure £523.63
  - Training - £386.23 reserve added to 2024 – 25 budget. New budget figure £506.23
  - Grants - £158.95 reserve added to 2024-25 budget. New budget figure £658.95
  - Footpaths - £678 reserve added to 2024-25 budget. New budget figure £978.00
  - To consider transferring £678 from footpaths budget to Asset reserve.
- g. To consider the following invoices for payment:
  - Clerk’s Expenses printer cartridge/Microsoft Licence/Laptop and first aid £542.23net/650.68gr
  - Councillor Expenses refreshments training evening £50.00
  - MMMH hire July £15.00
- h. To ratify regular payments made between meetings:
  - Clerk Salary July/August As per contract
- i. To ratify payments made between meetings:
  - Gallagher Insurance £468.91
  - Say It With Wood £4935.74net/£5922.88
- j. To note income received:
  - There was none
- k. To note virements made between Unity Accounts:
  - 02.07.2024 £1000 Instant Access Savings to Current
  - 24.08.2024 £6000 Instant Access Savings to Current.

**14. Training**

- a. To note any training that has been undertaken and consider any training needs. HCC Parish Council Summit

**15. Correspondence:**

The Hills Ford Stages

**16. To consider items for the next meeting – no discussion.**

**17. To note the date of the next meeting.**

*Rachel Freestone*

Date: 30.08.24

Rachel Freestone

Parish Clerk – Much Marcle Parish Council.