

MUCH MARCLE PARISH COUNCIL

Parish Councillors are summoned to attend a Meeting of Much Marcle Parish Council at Much Marcle Memorial Hall on Wednesday 12th November 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. Minutes:**
 - a. To agree and sign the minutes of the Parish Council Ordinary Meeting held on the 10th September 2025.
- 5. Much Marcle Parish Council Policies and Procedures:**
 - a. To consider and approve the IT and Email Policy – Appendix 1
 - b. To consider and approve the Reserves Policy (amendments shown in red) – Appendix 2.
- 6. Assets:**
 - a. To note the addition of the two goal posts and two benches on the Bartons Field to the Asset Register.
 - b. To consider the report from the meeting held with the Headteacher and agree actions on the following:
 - Rabbits causing damage to the surface.
 - Maintenance of the goal posts and benches.
 - Perimeter fence bordering farmland.
 - Condition of the hedging to the border with the B4024.
 - Proposed purchase of picnic tables.
 - c. To consider the Annual Tree Survey for 2026 and whether the parish council or school are to complete it and agree actions.
- 7. Biodiversity:**
 - a. To note the letter sent to Westons on behalf of the parish council with regards to Dark Skies and the levels of lighting and the response received.
- 8. Finance**
 - a. To note the Bank Reconciliation and Bank Balances for September and October 2025 – Appendix 3
 - b. To consider the annual rental charge to the school for the use of the Bartons and agree actions.
 - c. To consider the Draft Budget and Precept for 2026/27 and agree actions – Appendix 4.
 - d. To note the successful Financial Internal Controls check of invoices, bank statements, salary and minutes completed by Cllr Baldwin on the 30th October 2025.
 - e. To consider the grant application received from Much Marcle Memorial Hall to support the cost of a defibrillator and agree actions – Appendix 5.
 - f. To ratify the Finance Working Group to move to Annual payment of the Microsoft Licence from the 1st November 2025.
 - g. To consider the request from the church for the parish council to provide a Christmas decoration to be displayed throughout the season.
 - h. To consider the following invoices for payment:
 - Clerk Expenses – Microsoft Licence and printer ink £146.32net/£175.59gross

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- Rob Goddard – Awards for All Footpaths £54.00net/£64.80gross
- Rob Goddard – Awards for All Footpaths £71.00net/£85.20gross
- MMMH Hall Hire September £15.00
- PATA – Inflationary increase salary calculations £15.00
- i. To ratify regular payments made between meetings:
 - Clerk Salary September and October to incl. PAYE As per contract
 - Unity Bank Fee September/October £12.00
- j. To ratify payments made between meetings:
 - Cheque 100051 Balfour Beatty Living SIDS Assessment 1 £588.00 gross
 - Microsoft Licence September £10.30net/£12.36gross
 - Clerk Expenses S106 request £67.00
- k. To note income received:
 - Bank Interest September 25 £169.74
 - Precept second instalment £5675.00
- l. To note virements made between Unity Accounts:
 - Instant Access to current 11.09.25 £500
 - Instant Access to current and then reversed as in error £4000
 - Current account to savings 24.09.25 £5000
 - Instant Access to current 25.10.25 £1000

9. Website and IT

- a. Assertion 10 and councillor email addresses. To note the quote from Microsoft for £1152 per annum for 10 email addresses and consider actions.
- b. To note the move to Digital telecommunications from January 2027 and to consider how the parish council help communicate this to the parish.

10. Planning

- a. To comment on Planning Applications for Determination by Herefordshire Council:
 - 252909 Land at the Croft Paddock. Self build dwelling and detached garage.
 - 253126 Hellens, Monks Walk works to trees. Fell Ash due to dieback.
 - 253118 The Plech. Work to trees. Reduce height of 4 Beech trees.
- b. To note Planning Responses Submitted between Meetings under Devolved Powers:
 - 252581 Land at Hill Farm, conversion agricultural building to dwelling. Support.
 - 252738 Serendipity House First floor extension. Support
- d. To note planning decisions made by Herefordshire Council:
 - 242372 Holmleigh alteration and part conversion of existing outbuildings to an annexe. Approved with Conditions.
 - 252312 Whinfields, single storey rear conservatory extension. Approved with conditions.
 - 252125 Land at 4 Monks Meadow, PIP for self build dwelling and garage. Refused.
 - 252294 The Bounds retrospective new layby/turning area. Approved with conditions.
- e. To consider the email received from the owner of the The Old Post Office to gauge Parish Council opinion on a proposal for change in use.
- f. To note the S106 request for the Deed of Agreement for Glebe Orchard following parishioner concerns and receipt of said Deed of Agreement. To consider a PC response to the parishioner concerns and agree actions.

11. Much Marcle Memorial Hall

- a. To receive a report from the Parish Council Representative and consider any actions.

12. Flooding:

- a. To note the receipt of the Flood equipment including Aquasacs and consider storage for the equipment.
- b. To consider the appointment of a Flood Warden and agree actions.
- c. To receive an update from the Flooding Working Group on any other matters arising.

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13. Highways/Footpaths:

- a. To receive an update on the Footpath Regeneration project.
- b. To consider any other matters raised by the Footpath Group and agree actions.
- c. To consider any other matters raised by the Highways Working Group.

14. Correspondence:

- Much Marcle Primary School Admissions Consultation for 2027/28.
- Call handlers at West Mercia Police to receive dedicated rural crime training.
- Herefordshire Capital Funding program for playgrounds – expressions of interest closing 31st January 2026.
- Hereford Council – Leaders Update.

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

16. To note the date of the next meeting as Wednesday 14th January 7.30pm in Much Marcle Memorial Hall.

Rachel Freestone

Date: 7th November 2025

Rachel Freestone

Parish Clerk – Much Marcle Parish Council.