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 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. **Minutes:**
a. To agree and sign the minutes of the Parish Council Ordinary Meeting held on the 9th September 2026.

4. **Parish Council Vacancy:**
a. To consider applicants for co-option onto Much Marcle Parish Council.
b. To receive the signed Declaration of Acceptance of Office Form.
c. To remind that the Register of Interests Form is to be submitted to Herefordshire Council within 28 days and to declare any interests on the Agenda.

5. **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.

6. **MM Policies:**
a. To consider and approve the Data Protection Policy. Appendix 1
b. To consider and approve the Data Security Incident Procedure. Appendix 2
c. To consider and approve General Privacy Notice. Appendix 3
d. To consider and approve General Privacy Notice Staff. Appendix 4
e. To consider and approve Subject Access Policy and Request Form. Appendix 5
f. To note that Much Marcle Parish Council are both Data Controllers and Processors under the UK General Data Protection Regulation (GDPR). The Clerk is the Data Protection Officer.
g. To consider and approve Co-option policy and application form – Appendix 6

7. **Community Shop:**
a. To receive an update from the Community Shop and agree any actions.

8. **Much Marcle Memorial Hall**
a. To receive a report from the Parish Council Representative and consider any actions.

9. **Assets:**
a. To receive an update on the defibrillator in Rushall.
b. To receive an update on the repair of the seat around the tree.
c. To consider any actions required for the replacement hedgerow around the Bartons.
d. To consider the expired lease between Much Marcle Parish Council and Hereford and Worcester County Council for the land used by the school and agree actions.

10. **Highways/Footpaths:**
a. To receive a report from the Footpath Group and agree actions arising.
b. To consider any matters raised by the Highways Working Group.
c. To receive a report from the Community Speedwatch team and agree actions arising.

11. Finance

a. To consider the Bank Reconciliation and Bank Balances from September-October. Appendix 7
b. To consider the Budget versus Actuals to October 31st 2026. Appendix 8
c. To consider the Draft 2027/28 Budget and precept and agree actions. Appendix 8
d. To note overpayment of PAYE following Clerk tax code adjustment. HMRC holding £226.40 credit.
e. To consider the following invoices for payment:
- Clerk Expenses – Microsoft Licence £129.60net/£155.52 gross
- Evans Farm Awards For All Grant £425net/£510 gross
- Rob Goddard – Awards For All Grant £86.90net/£104.28 gross
- Zeroridge – EukHost domain licence £51.41net/£61.69 gross
- Wyenet - annual website fee £447.59net/£537.11 gross
- Footpath expenses – Award for All Grant £132.83net/£159.40gross

f. To ratify regular payments made between meetings:
- Clerk Salary August, September and October to incl. PAYE As per contract
- Unity Bank Fee August, September and October £21.00

g. To ratify payments made between meetings:
- PATA Quarterly Payroll Service charge £55.35
- Clerks Expenses 30.04.26 printer ink £23.32net/£27.99gross

h. To note income received:
- Precept 28.09.26 £5900
- Credit interest £159.62

i. To note virements made between Unity Accounts:

Current to Instant Access	29.09.26	£4500
Instant Access to Current	27.10.26	£1000

12. Planning

a. To agree the review of and reporting to the Clerk structure for planning applications received between meetings.
b. To note the TPO at Windrush, Much Marcle from 05.11.26.
c. To consider Planning Applications for Determination by Herefordshire Council:
- 262839 – Land at Phillips House, Dymock Road. Solar Panel System
- 263215 – The Forge, Much Marcle – work to trees
- 263055 – Little Vine, Much Marcle – work to trees

d. To note no Planning Responses Submitted between Meetings under Devolved Powers.
e. To note no planning decisions made by Herefordshire Council:

13. Correspondence (Previously circulated)**:**
- HALC 10 things to know in October
- Ward Reports October and November.
- Flooding at Rushall Club request for assistance

14. Training: To consider any training needs including the requirement for Data Protection/GDPR training.

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

16. To note the date of the next meeting as Wednesday 13th January 2027, 7.30pm in Much Marcle Memorial Hall.

Rachel Freestone **Date:** 6th November 2026

Rachel Freestone

Parish Clerk – Much Marcle Parish Council.