


**CLERK'S INFORMATION SHEET FOR  
THE MEETING OF MARDEN PARISH COUNCIL ON 13 JANUARY 2020**

- 4.1 West Mercia Police Safer Neighbourhood Team – PS Gareth King, PC Bart McDonagh, PCSO Skye Jenkins

**Get in touch**

 **101** to talk to your local SNT/report a crime

 [herefordrn.snt@westmercia.pnn.police.uk](mailto:herefordrn.snt@westmercia.pnn.police.uk)

 [www.westmercia.police.uk](http://www.westmercia.police.uk)

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Only call 999 in an emergency, when a crime is in progress or life is in danger. If you would prefer to report a crime anonymously please contact West Mercia CRIMESTOPPERS 0800 555 111. For all non emergency reports please call 101. For all other enquiries please email [herefordrn.snt@westmercia.pnn.police.uk](mailto:herefordrn.snt@westmercia.pnn.police.uk)

6. Verification undertaken by Cllr Lees. Period covered 27.3.19-5.12.19.  
Method – The bank statements were checked against the invoices and payment advice and where checked they were ticked on the statement, initialled and dated.

Findings – Only 1 discrepancy found. Cheque stubs 1461 and 1462 agreed with the invoices. However, the bank statement had 1461 down twice, once for £177 and the second for £432. £432 corresponded to the invoice and cheque stub 1462, which was missed on the bank statement. I could not find any record for some of the payments in as I missed seeing the Paying-In book. The Clerk was able to email me where these came from, the amount and the date paid in which I could then check and confirm they were all in order. I can confirm that all entries apart from 1461 and 1462 matched.

Bank issues – NatWest had lost the new mandate form and ID documents that had been sent with the Online Banking application form by the Hereford branch. Therefore, online banking still not possible and a second complaint has been opened. £50 received as compensation for first complaint that the Online Banking application form is totally misleading and led to the form having to be redone and resigned at the December meeting.

Virements required:

£755 from Contingency to Salary – expected virement, as noted in Report to PC of September and October Financial Advisory Working Group meetings; to cover legal hrs and extra Fundraising Group hrs (due to unavailability of Chair of FR for event) not budgeted for originally.

£145 from Contingency to Room hire – expected virement, as noted in Report to PC of September and October Financial Advisory Working Group meetings; extra PC meetings during year and Cllr training; in addition budget lines changed so all room hire on same expenditure line.

£100 from Contingency to Stationery & Postage – expected virement, as noted in Report to PC of September and October Financial Advisory Working Group meetings; extra PC meetings and extra paperwork leading to higher stationery costs during year.

£150 from CF to Room hire – expected virement, as noted in Report to PC of September and October Financial Advisory Working Group meetings; budget lines changed so all room hire on same expenditure line.

- 9.1 Clearing of drain tops done on 2 December.
- 9.2 Email from Balfour Beatty:  
We are considering our approach to verge maintenance for the coming year to try to improve the biodiversity on our roadside verges. As you'll know, we generally cut rural roadside verges twice a year in May/June and again in August/September. We omit the first cut where there are sites of special interest, ie where there are special plants, or habitats. We can also omit the first cut where parishes request it, although we still cut where there are junctions or other safety concerns, like the presence of an accident cluster site.  
Several parishes have already contacted us to request that we leave verges on C and U roads within their parishes uncut until August/September in 2020, and I am writing to ask if your parish would like to consider this. Please reply to [herefordshireparishes@bblivingplaces.com](mailto:herefordshireparishes@bblivingplaces.com) ideally by the end of January so that we can begin to compile a programme for our teams. Plantlife have recently published information about improving biodiversity in our roadside verges, and your parish may wish to read this [https://www.plantlife.org.uk/application/files/8315/7347/2498/Road\\_verge\\_guide\\_17\\_6.pdf](https://www.plantlife.org.uk/application/files/8315/7347/2498/Road_verge_guide_17_6.pdf) before discussions take place. Although we aren't able to implement all of their recommendations at this time, omitting the first cut (where safe to do so) has tangible benefits for wildlife and is an important step in the right direction.
- 9.4 The NHF development has now been caught up in the phosphate issue along with many other planning applications. As there is likely to be a delay of at least two months it gives the opportunity for the CF group to reflect on the comments made at the December 7th open event. It will also allow the development of a coherent project plan to be drafted for parish council comment and approval prior to progressing with RIBA stage 3 (detailed design). Much has already been drafted and meetings with Architype (arranged 15/1), the developer (to be arranged), and Dave Tristram on potential funders (he will visit the site in early February) will provide important input to this draft plan. A full meeting of the Community Facilities Group will take now take place on the 30th January. Fundraising Group events continue as advertised in N&Vs.
- 9.7 Now 9 people interested. Clerk liaising with Police Co-ordinator to arrange forms and training.
- 9.8 Report from Cllr Lees:  
**Great Collaboration / Herefordshire Green Network Background**

I attended a session of the above in November. I found that the evening tried to cover a huge range of areas and there was a massive amount of information which proved difficult to pick out the main points. I have now managed to read most of the documents they sent us in early December but I am still not sure how much clearer I am on it all.

### **Recommendations**

I would not recommend that we immediately go down the route of declaring a climate emergency but that we should put together a simple policy on how we intend to behave and act. For me I would also like some clear guidance on the areas we feel comfortable in getting involved in.

The key areas that were presented as areas where Parish Councils could get involved were as follows

- Energy savings in Buildings
- Energy savings in Transport
- Land Use and Farming
- Energy Generation Locally
- Carbon Footprint Public Engagement

My own view is that in conjunction with developing a simple policy we should have a look at a few simple actions which could hopefully engage some parishioners and demonstrate our commitment. Some simple thoughts are

- Electric Car Charging point (I believe there is funding available for this)
- Could we put solar panels on the new building.
- Heating in the village hall
- Facilitate Car share scheme
- Recycling at the village hall
- Information sharing website on best practise for reducing carbon footprint. This could include things like purchasing an electric cars, where to buy sustainable products, how to calculate your carbon footprint, basically a build on the work done by a parishioner.

The Fownhope climate emergency declaration provides an interesting basis which could inform our policy and help focus simple actions.

### **Next Steps**

- Feedback from Parish Council
- If positive I am happy to formulate a policy perhaps with Alison to go to the February meeting.
- Agree any short-term actions we want to take.

9.9 No repair necessary, lock sorted out by parishioner and school getting trees pruned.

9.10 Work on BT box undertaken early January. Clerk arranging maps to be put up and liaising with PFO. Lock on notice board, side used by PC, broken. Locksmith called under Clerk's emergency powers after consultation with Chair. Unable to find lock that will fit to replace current, so 2 new external locks being fitted to PC side of the board. Other side used by school and community remains the same locks and key.

### **10. Correspondence – significant items received as follows:**

#### From parishioners –

- Letter re need for News & Views to continue, PC should look for editor
- Emails re marking of dog fouling
- Phone call re moles at war memorial and churchyard; advised that problem at church responsibility of PCC; moles probably forced out of usual habitat by recent flooding
- Email re budget and precept for 2020-21
- From HC – funding for organisations providing short breaks for disabled children
- Letter of thanks from retired Cllr for thank you note

#### From other sources –

- From Herefordshire Council (HC) – funding available to householders and businesses affected by flooding in October-November
- From HALC – Information Corner and attachment re paying for repairs/maintenance for churches
- From Balfour Beatty (BB) – email re possible reduction in verge cutting
- From BB – notes from BB Parish Briefing in December

**Alison Sutton – Parish Clerk.**  
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