

MARDEN PARISH COUNCIL

Minutes of the ordinary meeting of the Parish Council held on
Monday 13 January 2020 at 19.30 at Marden Community Centre

Present: Cllrs David Bennett (Chair), Kate Ryan, Richard Paske, Mike Blake, Patrick Meredith, Paula Barrett (part) and Rod Lees.

In Attendance: Parish Clerk Alison Sutton; Parish Footpath Officer Phil Ryan; and 5 members of the public.

1. **Apologies for absence** – Ward Cllr Kema Guthrie; Cllr Emma Garlick.
2. **Declarations of interest and written applications for dispensation** – None declared.
3. **Update on vacancy process** – NOTED: vacancy process started on 3 January; if 10 electors call for election before 23 January, vacancy can only be filled by election, not co-option, with election no later than 26 March; if election called for and no candidates for election, process will be repeated until filled by election; if no election called, council will be instructed that can co-opt.
4. **Public Forum** –
 - 4.1. West Mercia Police – Contact details in Clerk’s Information Sheet NOTED.
 - 4.2. Ward Councillor – No report.
 - 4.3. Local Residents – Need drain on C1125 at Small Ashes turn as standing water, water flowing down road from Sutton Walls at Moreton turn on C1120, standing water – Clerk INSTRUCTED to ask for drainage input and flood to be addressed at both sites. Use of budget identified for maintenance on circular footpath to be used to clear other footpaths as well. Moles at war memorial.
5. **Minutes of the last meetings** – 9 December 2019 ADOPTED and SIGNED.
6. **Financial Procedures** – The balance of the current account of £65,733.70 as at 6 January 2020 was NOTED. Balance includes: committed reserves of donations for Community Facilities (CF) of £5,908.05; committed reserves of £27,000 held for loan repayments/CF work. RESOLVED to undertake virements: from Contingency of £755 to Salary, of £145 to Room hire and of £100 to Stationery & postage; from CF of £150 to Room hire. Actual payments, receipts and variance against budget REVIEWED and AGREED as in appendix attached when minutes adopted:
 - 6.1. DC Gardening, Lengthsman, £84 (inc. £14 VAT), C/N 1508.
 - 6.2. Marden Community Centre, Room hire for PC, CF and FR, £187.50, C/N 1509.
 - 6.3. Hoople Ltd, Parish map, £55.20 (inc. £9.20 VAT), C/N 1510.
 - 6.4. Architype Ltd, Final RIBA stage 2 invoice, £2,100 (inc. £350 VAT), C/N 1511.
 - 6.5. HM Revenue & Customs, Employer’s NIC for July-Sept, £34.20, C/N 1512.
 - 6.6. Alison Sutton, Contracted salary, extra hours, expenses and refund payments made on behalf of PC, for Oct-Dec 2019, £2,467.19, C/N 1513.
 - 6.7. HM Revenue and Customs, PAYE and NIC paid on behalf of Clerk, £606.27, C/N 1514.
 - 6.8. Roundabout Stationery, Stamps and items for CF event, £28.63 (inc. £3.38 VAT), C/N 1515.
 - 6.9. Toby Fairs-Billam, Work on phone box, £344, C/N 1516.
 - 6.10. Income from Fundraising Group donation for Community Facilities, £155.
 - 6.11. Income from NatWest Bank, Compensation for problems with signatories and mandate forms, £50.
 - 6.12. Income from New NRG, Solar farm payment, £727.50.
7. **2020 Budget and Precept** – Comments from 2 parishioners NOTED. RESOLVED to finalise budget of £55,410 and submit precept requirement of £51,500, as current year.

8. Planning Applications –

- 8.1. P194089/F, Land adjacent to Burmarsh Cottages, Sutton St Nicholas, HR1 3BW – Erection of a two bedroom bungalow. RESOLVED to object and comment: outside settlement boundary for Burmarsh and does not comply with Marden NDP policy MR2; as in open countryside, should be determined against relevant policy in Core Strategy.

9. Parish Reports and Issues –

- 9.1. Lengthsman Scheme, general maintenance and grass cutting – consider items for Lengthsman or other contractors – Report in Clerk's Information Sheet NOTED: clearing drain tops undertaken on 2 December. Clerk INSTRUCTED: to report online flooding at Moreton turn and Small Ashes as above and need for repair to road post-flood; clarify that Balfour Beatty responsible for clearing grips throughout parish; request list of identified potholes on monthly and other inspections and when will be repaired. RESOLVED to leave kerb scraping and monitor.
- 9.2. Reduced mowing of verges – Report in Clerk's Information Sheet NOTED: request to consider one verge cut on C and U roads in August/September rather than 2 cuts per year, as tangible benefits for wildlife. RESOLVED by majority (7 for, 1 against) that verge cutting once annually acceptable provided visibility splays cut more often and as required, cuttings are removed and opportunity given to parishes to review next year and comment again.
- 9.3. Footpath Officer – Report NOTED: Only 12 responses to footpath questionnaire; MR24 most frequently used followed by MR22A, mostly daily walking usually with dogs; more use of paths prevented by high stiles, locked gates and most frequently ploughing and cropping across footpaths; little interest in developing more formal circular walks; variety of methods used to highlight problems, recommended method is reporting online to Herefordshire Council. Landowner for stile on MR21 by Marden Chapel does not want dog gate access.
- 9.4. Community Facilities Group – Report in Clerk's Information Sheet NOTED: NHF development caught up in phosphate issue, delay of at least 2 months likely; opportunity for CF Group to reflect on comments from 7 December event, draft coherent project plan for PC approval before move to RIBA stage 3; meet with Architype and Herefordshire Funding Officer later in January; next CF meeting now on 6 February; Fundraising Group events as in News & Views. RESOLVED to engage with MVT. Clerk INSTRUCTED to: contact MVT Secretary; list banners required on next Fundraising Group and PC agendas.
- 9.5. Traffic Management Group – Membership of group and work to be undertaken. RESOLVED to have ad hoc meetings.
- 9.6. Volunteer maintenance for notice boards and bus shelter – RESOLVED that Cllrs Bennett and Ryan repaint bus shelter. Clerk INSTRUCTED to list maintenance needed on boards for next meeting, Cllrs Lees and Meredith to consider actioning.
- 9.7. Speedwatch Group – Report in Clerk's Information Sheet NOTED: 9 people interested, vetting form sent and training will be arranged as soon as possible.
- 9.8. Feedback on link with Environmental Group and Herefordshire Green Network meeting; consider declaration of climate and nature emergency and other actions – Report in Clerk's Information Sheet NOTED: Cllr Lees, received many documents; recommends simple policy on how intend to behave and act, rather than declaration of climate emergency; actions suggested – electric car charging point, solar panels on new building, heating in village hall, facilitate car share scheme, recycling at village hall, information sharing website on best practice for reducing carbon footprint. RESOLVED that Cllr Lees present proposals at next meeting.
- 9.9. Flagpoles maintenance – Report in Clerk's Information Sheet NOTED: no repair necessary, locks sorted and school arranging tree pruning. Cllr Barrett to check trees pruned.
- 9.10. Update on BT box and noticeboard at school – Report in Clerk's Information Sheet NOTED: work completed, Clerk arranging maps; lock broken, locksmith unable to replace as current, external locks fitted.
- 9.11. Representation on S&A Liaison Group – RESOLVED that Cllr Lees attend as second PC representative.

10. Correspondence – Correspondence in Clerk’s Information Sheet NOTED: funding available for those affected by recent flooding; drop in session Leominster Library Thursday 16 January 3.30-6.30 pm.

11. Matters for next agenda or for Clerk’s action under delegated authority

Next agenda:

- Application 194399 on next meeting agenda
- Tree Warden – re mistletoe and elms
- As above.

Clerk’s action:

- Check with Environmental Health re Small Ashes issue
- Add relevant Clerk’s actions to Action List and responses to agendas
- Contact NDP Manager when revised housing numbers for parishes available and where Core Strategy review is in relation to phosphate issue
- As above.

12. Date of next meeting – Monday 27 January at 19.45 – Scoping meeting for review of NDP. Ordinary meeting 10 February 2020 at 19.30

This meeting was declared closed at 21.23.

SIGNED:

Marden Chair

DATE: