

Marden Parish Council

4 May 2021 following the Annual Parish Meeting at 19.00 – Local Residents Open Session (not part of the meeting) –

As per Standing Orders – At the Chairman’s discretion, up to 10 mins will be allocated for the public to make representations, ask questions & give evidence in respect of any item on the agenda. Maximum of 2 mins per person per item is allowed. Item is not for comment on parish council discussions or decisions. Names will not be minuted and every effort will be made to keep personally identifiable data to a minimum, in compliance with GDPR and data protection. **Bullet points on the topics raised will be noted to allow the council to address items either as part of appropriate agenda items or by adding to the agenda for a subsequent meeting**

**You are hereby summoned to attend the Annual Meeting of the Parish Council on
Tuesday 4 May 2021 by Zoom immediately following
the Annual Parish Meeting at 19.00 and the Local Residents Session**

Agenda

- 1. To elect the Chair**
- 2. To elect the Vice Chair**
- 3. To receive apologies for absence**
- 4. To receive declarations of interest and written applications for dispensation** *Items 1-5*
- 5. To consider Councillors for Working Groups** *20 mins*
 - a) Financial Advisory Working Group
 - b) Community Facilities Project
 - c) Environment & Sustainability Group
- 6. Proposal to consider which Code of Conduct to adopt**
- 7. Police and Ward Councillor Reports –**
 - 7.1. West Mercia Police – To note contact details in Clerk’s Information Sheet (CIS) and receive update *Items 6-8*
 - 7.2. Ward Councillor – To receive report *20 mins*
- 8. To adopt minutes of the last meetings – 22 April 2021**
- 9. Financial Procedures –**To consider actual payments and receipts and review against budget:
 - 9.1. Ben Osborne (The Canvas Print Studio), Picture as gift for retiring postmaster, £61 – Paid online 24/4/21 following delegation at meeting on 22/4/21 and confirmation by 2 signatories
 - 9.2. Fiona Llewellyn, Hamper as gift for retiring postmaster, £50 – Paid online 27/4/21 following delegation at meeting on 22/4/21 and confirmation by 2 signatories
 - 9.3. DC Gardening, Lengthsman, £354 (inc. £59 VAT)
 - 9.4. Signature Signs and Print, News & Views printing May edition, £217
 - 9.5. Income from Herefordshire Council, Precept (1st part), £25,750
 - 9.6. Income from HRMC, Refund of 2020-21 VAT, £7,438.70
- 10. Planning Applications –** To comment on applications to be determined by Herefordshire Council
 - 10.1. P210823/F, Monmarsh Farm, Litmarsh, HR1 3EZ – Proposed conversion of former milking parlour to form ancillary/holiday accommodation
 - 10.2. P211642/PA7, Lower Farm, HR1 3DD – Prior approval is required for construction of a winter fill water storage reservoir
 - 10.3. To note P210530/FH, Sutton Lakes Farm, Sutton St Nicholas, HR1 3NS – Proposed conversion of barn and alterations to existing dwelling – Approved with conditions
 - 10.4. To note P210629/F, Land adjacent The Frankland, Burmarsh, HR1 3BN – Proposed erection of two 3-bed dwellings with associated access, landscaping and drainage – Refused
- 11. Parish reports and Issues –**
 - 11.1. Lengthsman Scheme, general maintenance and grass cutting – *Item 9-11*
 - a) Proposal to note report in CIS *80 mins*
 - b) Proposal to consider items for Lengthsman or other contractors and management of weeds in kerb sets
 - 11.2. Village pond – Proposal to approach landowner
 - 11.3. Carpark at Minimart – Proposal to approach landowners
 - 11.4. Parish Footpath Officer (PFO) – Proposal to note report in CIS
 - 11.5. Environment and Sustainability Group – Proposal to receive update
 - 11.6. Parish enhancement by Gardeners’ Association – Proposal to note report in CIS
- 12. Delegation to Clerk –** Proposal to give delegation to be used if virtual meetings not legally allowed and in-person meetings not possible – To note wording in CIS

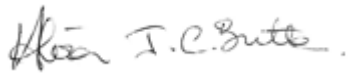
13. To note correspondence – See CIS

Items 12-15

14. To raise matters for next agenda or for Clerk's action under delegated authority **10 mins**

15. To note date of next meetings – 14 June 2021 at 19.00 by Zoom or in Community Centre

Signed:



Date: 28/4/21

Alison Sutton, Marden Parish Clerk.

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