

Marden Parish Council

Minutes of the Meeting of the Parish Council held on the 20th December 2022
at 19:00 in the Community Centre

Please note that the meeting did not commence until 19:30 due to an overrun of the Christmas Cracker event

Present: David Bennett (Chair); Kate Ryan; Paula Barrett; Mike Blake; Lesley Hayward; Rod Lees; Chris Morgan.

In Attendance: Parish Clerk, Jeremy Stephens; 1 member of the public.

1. **To receive apologies for absence:** Richard Paske; Patrick Meredith.
2. **To receive declarations of interest and written applications for dispensation:** Lesley Hayward item 8.12.
3. **Police, Ward Councillors and Public Forum:**
 - 3.1. Noted: West Mercia Police, Fire & Rescue Service report in CIS.
 - 3.2. Report from Ward Councillor NOTED: *HC Children's Services* have been approved a further £6.49m funding to adequately resource the service to provide 'a more secure and resilient service to Herefordshire children and their families in the future'. *Cllr Guthrie, as Vice Chair of HC* laid a wreath on behalf of the Council at the Remembrance Service and Parade. *Shaping the Future of Hereford – Have Your Say* HC is developing a detailed master plan (aligned with national policy) for Hereford, which will explore how to connect Hereford to the market towns, villages, and counties nearby. To find out more and have your say until 3rd February 2023 visit <http://www.herefordshire.gov.uk/masterplan>. There is a public exhibition in Maylord Orchards Shopping Centre, during opening hours, until 3rd February 2023. *Fuel Poverty:* As almost a third of households across the county are struggling to pay energy bills 'Keep Hereford Warm' is offering a freephone advice line, 0800 677 1432, to support resident and, if possible, make grant funding for home energy. They also offer advice on energy issues. Website is: <https://keepherefordshirewarm.co.uk/>. *Directory of Warm Spaces;* Talk Community has created an online directory of Warm Spaces to help residents keep warm and well in the cold weather. To find out more about warm spaces in Herefordshire, including the venue opening times, visit the Talk Community website: www.talkcommunitydirectory.org/warmspace. *Gritting Team,* from now until the end of March 2023 BB & HC gritting teams will be on call to make our roads safe. To find out where they will be, follow the team on FB 'Herefordshire Highways' and on Twitter @HfidsStreets. *Cycleway Update;* HC Cllr Harrington has been invited to the Moreton on Lugg PC meeting to discuss a Cycle Way. 'Hereford – Leominster has been identified as a priority route, and Hereford to Moreton id=s the first step'. *Free Festive Parking;* after 4pm on Wednesdays until Christmas. 'With All Best Wishes for a Happy Christmas and a Happy New Year'. Cllr K Guthrie.
 - 3.3. Local Residents Session: *(not part of the meeting, meeting adjourned for this item)*

Items raised will be marked Question/Statement (Q/S) and Answer (A).

Q/S: A parishioner enquired about the litter bins on the recreation ground.

A: There were two litter bins owned by the PC at the entrance to the recreation ground (both green in colour and recorded in the PC asset register), 1 was disposed of by the PC and not replaced and removed from the asset register. It was agreed by the MRGT that any future replacement for the disposed bin would be funded and owned by themselves. The bin currently remaining now has an outer shell that has been replaced, is now blue and the asset register will be updated to reflect this change.

Q/S: The CIS was not posted on the PC website along with the agenda?

A: A copy of the CIS was given to the parishioner

Q/S: A question regarding the costs involved with the Marden Links Parish Hub.

A: The project was proposed with full budget considerations and discussed and approved at the PC meeting in October 2022. It was agreed to proceed with the project in line with the approved budget, ongoing costs, will be reviewed monthly. It was noted that the Hub is new project that has already been of great benefit to the parishioners of Marden.
4. **Minutes** of the meeting of 15th November 2022 were ADOPTED.
5. **Financial Procedures:** To consider actual payments and receipts and review against budget;
Virements: 1. Proposed to move £100 from ring fenced reserves for Marden Links into income budget and Marden Links Parish Hub expenditure line. 2. To undertake virement of £320.00 from Contingency to Events & Fundraising Group. AGREED.
 - 5.1. NOTED: PIP Printing. Invoice 74398 Printing of N&Vs for December 2022. £239.10 (No VAT) Paid online 02/01/23 following delegation at meeting 20/12/22.
 - 5.2. NOTED: PIP Printing. Invoice 74353 Printing of MPC Budget & Precept. £326.63 (No VAT) Paid online 02/01/2023 following delegation at meeting 20/12/22.
 - 5.3. NOTED: Marden Links Parish Hub. Reimbursement of start-up costs (18 Oct 22, 6.11, f) K. Ryan. £493.95. Paid via councillor expenses policy (£500 start-up expenditure agreed 15/11/22) Paid online 02/01/2023 following delegation at meeting 20/12/22.

- 5.4. NOTED: Signworx Hereford Ltd. Marden Links Parish Hub, external sign. Invoice 3642, £93.60 (inc £15.60 VAT) re virement. Paid online 02/01/2023 following delegation at meeting 20/12/22.
- 5.5. NOTED: DC Gardening – Lengthsman/P3 Duties for December 2022. Invoice SI-1454, £1,302.00 (inc VAT £217.00) of CIS for work carried out. Paid online 02/01/2023 following delegation at meeting 20/12/22.
- 5.6. NOTED: Clerks telephone line, December Invoice paid by Direct Debit as per 'O2' contract. £13.20 (inc £2.20 VAT)
- 6. Planning Applications:** To comment on applications to be determined by Hereford Council
- 6.1 To NOTE: P190182/ - Planning Re-consultation - Land adjacent to New House Farm, Marden, Herefordshire. PENDING SECTION 106 AGREEMENT Reserved matters following outline approval (150989) for a development of 90 dwellings. Agreed to object and to restate previous COMMENTS.
- 6.2 To NOTE: P223731/F - Sutton Lakes House, Sutton St Nicholas, Hereford, Herefordshire HR1 3NS. Construction of summer house and amendment of garden boundary – to include change of use. Part retrospective. Resolved to OBJECT.
- 7. Working Group Reports:** to receive reports and proposals:
- 7.1. Neighbourhood Development Plan Working Group: Currently there are no updates from HC. Agreed to consider a plan of action at the January 2023 PC meeting.
- 7.2. **New Community Facilities Working Group:** It was agreed to meet with the developer/builder of the houses on the NHF land, if and when the planning application is approved by Herefordshire Council, to discuss working on areas of synergy in order to reduce the construction costs of the proposed new Community Centre.
- 7.3. **Marden Links Working Group:**
- 7.3.1. The Marden Links Parish Hub Policy documents were AGREED.
- 7.3.2. To Note: Proposed the second tranche (£500.00) of the £1,000.00 agreed as start-up costs was AGREED.
- 7.3.3. To Note: Proposed the rent of 'Hub' at 9 Walkers Green, Marden to be paid by monthly Direct Debit was AGREED
- 7.3.4. An 'Open Day' was held on the 10th December 2022. Over 30 parishioners visited during the day. Regular opening is due to start in January 2023. Owing to the very cold weather the 'Hub' will be open in the lead up to Christmas. Potential grants are available to fund the improvement of the facilities and running costs, and to improve the area behind the 'Hub' and add repair facilities, appropriate applications will be made. More volunteers have come forward which will enable the 'Hub' to offer more help. Also noted comments have been made on social media. It was AGREED to answer the comments as the PC, and note all comments and opinions are valuable and valid. NOTED MVT have asked to use the 'Hub' as a polling facility in the elections in 2023.
- 7.4. **Environment & Sustainability Working Group:** Evening event November 20 people – A detailed report of proposed actions will be presented at the January PC meeting. A follow up event is being planned for February 2023 in the Community Centre.
- 7.5. **Events Group:** The 'Marden Christmas Cracker' was held on the 20th December 2022 and was very successful, over 200 parishioners attended and enjoyed the fare on offer. The total cost of the event was £243.27. Appreciation was expressed to all those who volunteered to make this another successful community wide event.
- 7.6. **Transport Working Group:** No Report
- 8. Parish Reports and Issues**
- 8.1. **Standing Orders:** Proposal to add location of building keys and holders – AGREED.
- 8.2. **Financial Procedures:** Proposal to accept the 'Petty Cash Policy', and the amendment to the Risk Register. AGREED.
- 8.3. **Communication Policy:** Proposal to update the current MPC Communication Policy. Agreed to continue the discussion to find as many methods as possible to inform the Parishioners. Deferred to next meeting.
- 8.4. **Parish Footpath Officer:** The PFO reported that, in consultation with landowners', ditches along the bridleways have been cleared of debris. To NOTE: The 'Kissing gates' discussed at the last meeting were considered, in the light of the rising costs, it was agreed to explore possible virements to enable the purchase of 3 gates.
- 8.5. **Lengthsman;** NOTED: There may be a possible underspend in Lengthsman costs.
- 8.6. **Asset Register:** Proposal to note additions and amendments. Deferred to next meeting.
- 8.7. **Grant application:** Sutton Walls Conservation group. The application was considered and MPC AGREED we are unable to make a grant this fiscal year. Clerk to inform applicants.
- 8.8. **Planning Enforcement:** Deferred to next meeting.
- 8.9. **S106.** Proposal to develop ideas to benefit the Parish of Marden from S106 funds. Deferred to next meeting.
- 8.10. Response to Marden Post Office Alcohol and Licencing Application. Majority decision to Object to application, and make comment.
- 8.11. Land at rear 9/10, Walkers Green, Marden. Proposal to approve updated lease. AGREED. Clerk to Action.

Cllr Hayward leaves meeting at 21:30.

As the allotted time had passed it was Proposed and AGREED to continue with the meeting.

- 8.12. **Former Scout Hut land.** Proposal to consider options on the land formerly occupied by the Scout Hut. After some discussion the proposal was deferred to next meeting to allow the Marden Village Trust to also consider a potential proposal either on its own or in combination with the PC.

Cllr Hayward returned to the meeting at 21:45.

9. To Note correspondence:

- 9.1. Communications re condition of roads, pavements, potholes and access areas in Parish in regard to disabled parishioners. AGREED to review position at next meeting.

10. To raise matters for the next Agenda or for Clerk's action.

- 10.1. As above.
- 10.2. It was agreed and requested that draft minutes should be completed and posted on the Parish Council Website within two weeks of Parish Council meetings. The Draft minutes and a full action list should be sent to all Parish Councillors at the same time.
- 10.3. Follow up on damage to River Lugg Bridge; possible Notice board relocation to Wyatt road and at Kitten Gate.
- 10.4. Reed Bed sewage system: Answers to questions will be distributed when they are available..
- 10.5. Marden Links Parish Hub. Monitor energy use weekly.
- 10.6. The MPC wishes to thank: S&A for sponsoring the Christmas Tree; Angela Sasso for leading the Events Team to a very successful 'Marden Christmas Cracker' and all the volunteers who helped to make the event so successful.
- 10.7. NDP: Discuss action to be taken if no further information from Hereford Council.
- 10.8. Post MLPH Policy to PC and Links web site.
- 10.9. Communication Policy: Proposal to discuss the current MPC Communication Policy at future meetings
- 10.10. Consider virements in regard to purchase of Kissing Gates and other items.
- 10.11. Present updated Asset Register.
- 10.12. Enforcement: Clerk to follow up.
- 10.13. S106 Funds: Cllrs to consider practical uses of possible funds and create a list of enhancements to the parish.
- 10.14. Proposals for the former Scout Hut land.
- 10.15. To review the condition of the roads, pavements, potholes, car parking areas and possible action applicable to PC, including the funds necessary to rectify the problems.
- 10.16.** Add all of the above to the 'Action List'.

11. Date of next meeting: 17th January 2023 at 19:30

Meeting Closed at 10:05

Signed Marden PC Chair



17/1/23