

# Marden Parish Council

Minutes of an Ordinary Parish Council Meeting held on Tuesday 18<sup>th</sup> April 2023 at 7.30pm at Marden Community Centre.

## Present:

Councillors: David Bennett (Chair), Paula Barrett, Rod Lees, Chris Morgan, Richard Paske, & Kate Ryan (Vice-Chair).

## In Attendance:

Richard James - (Parish Clerk). Kema Guthrie (Ward Member) and 4 x Members of the Public.

1. **The Chair introduced the new clerk.**  
*The new clerk introduced himself to those present.*
2. **Apologies for absence** - Councillors: Mike Blake, Lesley Hayward & Patrick Meredith
3. **Declaration of Interest & Written Dispensation Requests** – *There were no declarations of interest or written dispensation requests.*
4. **Minutes** of the Council meeting held on the 21.03.23 & 03.04.23.

**Resolution** – *The minutes of 21.03.23 & 03.04.23 were adopted as a true record and then were signed & dated by the Chair.*

## 5. Open Public Session.

*Cllr Kema Guthrie addressed the meeting, saying that she was not seeking re-election in May and had enjoyed working with the Parish Council over the years to benefit the residents of Marden. The Chair thanked Cllr Guthrie for all the support she had given the Parish Council and on behalf of the whole Parish Council wished her well in her future endeavours.*

Members of the Public.

Q1. Had the Parish Council had the Bridge report and if so, what was the state of the bridge.

A1. *The Parish Council had been asking for the bridge report from the Herefordshire Council / Balfour Beatty for several months to no avail, but they would make the report public, when received.*

Q2. Why is there a blue marker link on the top right side of the website.

A2. *This had been removed, but for some reason on some devices it still appeared, the web designer will be contacted, in case it is something embedded in the system.*

Q3. Why as the Parish Council got 2 websites, it is confusing.

A3. *One is the Parish Council website, the other is the Community website but there are links to both from each other.*

Q4. Why is there no report for the New Hall Working Group.

A4. *There has been no need for the Community Facilities Working Group to meet following last year's Parish Poll. Meetings will begin following a decision on the outstanding planning application associated with the land to be gifted to the Parish Council.*

Q5. How many volunteers does the community have.

A5. *Presently there is 22 volunteers in total, but 9 run the weekly sessions providing tea and coffee and cake at the HUB.*

Q6. There was concern expressed regarding using 9 Walkers Green as the venue for the Community HUB activities.

A6. *This had been explained time and time again, but in short, the Walkers Green location was the best and only location as other venues were not always available.*

## 6. Finance and Policies.

6.1. Financial Report

6.2. Internal Audit

6.3. Final Reserves for year ending 31.03.23.

6.4. Invoices for payment

|       | <b>Payment</b>                           | <b>Net</b>    | <b>Vat</b>  | <b>Total</b>  |
|-------|------------------------------------------|---------------|-------------|---------------|
| 6.4.1 | Ellison - Electricity March Marden Links | <b>134.98</b> | <b>0.00</b> | <b>134.98</b> |

6.5. Note payments already made under the emergency policy.

|       | <b>Payment</b>               | <b>Net</b>    | <b>Vat</b>   | <b>Total</b>  |
|-------|------------------------------|---------------|--------------|---------------|
| 6.5.1 | PIP – Printing of April N&V  | <b>280.31</b> | <b>0.00</b>  | <b>280.31</b> |
| 6.5.2 | HALC – Clerk Cover for March | <b>226.12</b> | <b>45.22</b> | <b>271.34</b> |

6.5.3. - Discussion took place with regards to phone number for the Parish Council, as the eSim could not be transferred to the clerk's phone. It was decided that the Parish Council should have a cloud based 01432 number at a cost of £ 4.99 + vat.

6.5.4. – Discussion over the payroll provider took place and it was suggested that the Parish Council should move over to the same provider that the clerk uses at his other Parish Council.

**Resolution** – *The Financial Report (6.1) – The Final Reserves (6.3) were approved and duly signed by the chair. The payment (6.4.1) and payments already made (6.5.1) & (6.5.2) were approved. (6.5.5) & (6.5.6) were approved and the clerk was instructed to implement the action.*

## 7. Planning.

|  | <b>Application No</b> | <b>Address</b> | <b>Permission sought</b> |
|--|-----------------------|----------------|--------------------------|
|--|-----------------------|----------------|--------------------------|

|     |        |                                   |                                                                                                                                                                                                                             |
|-----|--------|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7.1 | 230766 | Little Vault<br>Marden<br>Hr1 3HA | Proposed to strip roof off the northern wing extension then cover with a new breathable membrane, treated battens and natural slate. Provide new lead valleys and chimney flashing. Repair, replace guttering as necessary. |
|-----|--------|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Resolution** – *The Marden Parish Council Supports this application.*

|     | <b>Application No</b> | <b>Address</b>                               | <b>Permission sought</b>                                                                             |
|-----|-----------------------|----------------------------------------------|------------------------------------------------------------------------------------------------------|
| 7.2 | 230974                | Land adjacent to<br>New House Farm<br>Marden | Application for approval of details reserved by condition 18 attached to outlined permission 150989. |

**Resolution** – *This planning application was noted as there were no comments being allowed on this application by the planning authority.*

7.3 – Planning Enforcement – A number of enforcement issues have been outstanding for over 12 months. (Small Ashes included) Herefordshire Council Enforcement have been contacted twice in the last two months for response.

**Resolution** – *While it is accepted that the planning authority has a huge back log and is taking longer than expected such delays are seen to be unacceptable. The Clerk is INSTRUCTED to follow the matter up with some urgency.*

|     | <b>Application No</b> | <b>Address</b>                                                          | <b>Permission sought</b>                                                                          |
|-----|-----------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 7.4 | 230768                | Field 330m West of<br>Burmarsh Village<br>Sutton St Nicholas<br>HR1 3BW | Prior approval for balance cut and fill earth moving operation to create an irrigation reservoir. |

**Resolution** – *No comments were required at this time, on this application.*

## 8. Working Group Reports:

8.1. - Neighbourhood Development Plan

**To Note** – *Consultation will take place in mid-June to September 23 and the Parish Council will be contacted at the end of June.*

8.2. - New Community Facilities Working Group

**To Note** – *This cannot progress until the New House Farm development planning application has gone through, then it is hoped the project will advance quite fast.*

8.3. - Marden Links Working Group

**To Note** – *It was NOTED that the lease on 9 Walkers Green had been signed for a further 24 months. This should give time for the New Community Centre to be completed once approved. The Hub is presently open 2 afternoons a week using 9 volunteers, they would very much welcome more volunteers, this would mean the project could open more.*

Approval has been granted by Herefordshire Council Talk Community to spend the remaining seed grant monies on specific items. These are listed in the CIS. The Clerk is INSTRUCTED to assist with the purchase of these items.

A grant for £1937 to open a Repair Café has been approved by Herefordshire Council, with the first session planned for the 1<sup>st</sup> Saturday in June. It was AGREED by Council that the items listed as part of the grant approval (detailed in the CIS) should be purchased as soon as possible as there is a closing date of 30<sup>th</sup> June. There are a number of volunteers who have already signed up to be repairers. The Hub is being used for other community activities such as Social Prescribing and as this year's Polling Station on May 4<sup>th</sup>. It is hoped that usage of the Hub will expand further over time. Work has started to clear the area of land at the rear of 9 Walkers Green which will be developed as a Community Garden over the coming months.

#### 8.4. - Environmental & Sustainability Working Group

**To Note** – There was no report.

#### 8.5. – Event & Fundraising Working Groups

**To Note** – The Coronation event weekend was fast approaching, and the clerk was to arrange to meet with a working group member to pay for the produce and reclaim it on his expenses up to the already agreed value of £1,500.00.

#### 8.6. – Transport Working Group

**To Note** – There was no report. It was noted that S&A currently have no plans to hold Parish Liaison meetings, something that is seen as a retrograde step by the Parish Council.

### 9. Highways and Footpaths:

#### 9.1. - Parish Footpaths Officer

**To Note** – Reported there was an issue with a stile on footpath MR5 and had requested 2 new kissing gates, full report is included in the clerk's information sheet.

#### 9.2. – Lengthsman & General Maintenance

**To Note** – The lengthsman would be carrying out his monthly work as per his contact. The chair asked if there was any additional work which needed doing, there was none.

### 10. Community:

#### 10.1. – Annual Parish Meeting

**Resolution** – It was agreed to hold the Parish meeting prior to the Annual Parish Council meeting on the 16.05.23 at 6.30pm and the Talk Community Development officer would be invited to be the guest speaker.

#### 10.2. – Notice Boards

**To Note** – The notice board at Kitten Gate had yet to be moved and is awaiting a reply from an officer at the Herefordshire Council. The Clerk instructed to follow up and obtain approval to reposition the notice board. It was agreed that the current site for the notice board at the Amberley Arms is inappropriate but a decision on relocation would be left until more is known about potential future development

#### 10.3. – Marden Recreation Ground Trust – Permanent Christmas Tree.

**To Note** – The chair confirmed that approval had been given by the Trustees of Marden Recreation Ground Trust to install a permanent Christmas tree and plant in the location currently used for the annual temporary tree.

10.4. – Tree Warden Dot.uk email address

**To Note** – *The tree warden enquired on whether he could have a Dot.uk email address, the clerk was to pursue this request with HALC who must give the authority. The Parish Council were supportive that the tree warden should have an Dot.uk email. The Council APPROVED payment of the annual subscription to Herefordshire Tree Warden Association in the sum of £30*

**11. Clerk information sheet:**

*The clerk information sheet was noted.*

**12. Next Meeting:**

*It was agreed that the next Parish Council meeting which will be the Annual meeting will be held on the 16.05.23 at 7.30pm after the Annual Parish Meeting.*

*The chair closed the meeting at 9.25pm*

*Signed*

*Dated: 16.05.23*