

Marden Parish Council

Minutes of the Parish Council Meeting held on Tuesday 18th July 2023 at 7.30pm at the Marden Community Centre.

Present:

Cllr David Bennett (Chair), Cllr Lesley Hayward, Cllr Chris Morgan, Cllr Richard Paske & Cllr Rod Lees.

In Attendance:

Richard James (Clerk) and 2 members of the Public.

1. **To receive Apologies.** – Cllr Kate Ryan, Cllr M Blake & Cllr Paula Barrett
2. **To receive declarations of interest and written requests for dispensations.**

Noted – *There were no declarations of interest or written requests for dispensations.*

3. **To approve the minutes of the meeting held on the 20th June 23.**

Resolution – *The minutes of the meeting held on 20.06.23 were adopted as a true record and then signed by the Chair.*

4. **Open Session.**
Ward Member – Cllr Peter Hamblin.

Noted – *It was noted that Cllr Peter Hamblin (Ward Member) was not present, nor any written report had been sent to the Parish Council.*

Public Session.

Q1. A resident asked where members of the public can get draft or approved minutes if they did not have access to the internet.

A1. Any member of the public can ring or write to the parish clerk for a copy of the minutes. A note to this effect will be added to the Parish Council website.

Q2. A question was asked about the clerk's expenses because the previous month seemed very high.

A2. The clerk's expenses were high as he purchased equipment for the Repair Café, most of which will be supported by a grant.

Q3. A resident asked if the Parish Council had received the Laystone Bridge report.

A3. Yes it had been received and will be discussed under agenda item 10.4. The full report will be posted on the Parish Council website.

5. **Finance Matters.**
 - 5.1 - Financial Report
 - 5.2 - Unity Bank Update
 - 5.3 - Asset Register

(5.1) - It was reported that the VAT re-claim had been received. The accounts show an over spend with regards to the insurance, this was largely due to the cost-of-living increase. Council needs to be mindful when setting next year's budget. Council is still awaiting the

rest of the Repair Café grant. The purchase of itemised list submitted as part of the grant application had led to a small overspend of £207.40, this has been covered by the Parish Council but is with the overall budget agreed for Marden Links. An initial proposed draft budget for 2024 -25 was distributed for further consideration by councillors at the September meeting.

(5.2) – It was reported that the Unity Bank account had now been opened and £500 had been deposited into the account as a requirement to open an account. The clerk will now open 2 additional accounts a saving account and the Marden Links account. A Cllr ask about the security of Council funds as they were over the £85k bank protected limit.

(5.3) - The Chair reported that the Asset Register had been updated with the new purchases.

Resolution – (5.1) The Financial Report was approved. (5.2) It was noted that the Unity Bank Account had been opened and £500 had been deposited into the account. The Clerk would investigate ways to protect Council funds. (5.3) The updated Asset Register was approved.

6. Payments.

	Payments	Net	Vat	Total
6.1	DC Gardening Services	550.00	110.00	660.00
6.2	S Lewis - Hub Electric	22.49	0.00	22.49
6.3	PIP Printing	280.31	0.00	280.31
6.4	BT	33.10	6.63	39.73
6.5	John Cartwright – Mr Bamboozle	230.00	0.00	230.00
6.6	Clerks Expenses - June	86.40	0.00	86.40
6.7	Clerks Salary	As per Contract		
6.8	Councillor Expenses – Repair Cafe	123.87	12.77	136.64

Resolution – All the Payments were approved.

7. Payments made under emergency policy and regular payments.

	Payment	Net	Vat	Total
7.1	Banksford	170.39	34.08	204.47
7.2	HMRC - Tax	132.60	0.00	132.60
7.3	Green Image Ltd	228.45	45.69	274.14
S/O	HUB Rent	450.00	0.00	450.00
S/O	Community Garden – Rent	15.00	0.00	15.00
D/D	O2 Mobile Phone	12.90	2.58	15.48

Resolution – The payments made under emergency policy were Approved and the Direct Debit and Standing Order payments were noted. The Clerk was asked to set up the BT monthly payments as a DD once the Unity Bank account was available.

8. Planning

	Application No	Address	Permission Sought
8.1	P231534/F	The Vern Marden Hereford Herefordshire	Proposed installation of two rows of nine ground mounted solar panels (each 1.1m x 1.8m) in a field.

		HR1 3EX	
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Resolution – Marden Parish Council **supports** this application.

	Application No	Address	Permission Sought
8.2	P232056/FH	The Old Vicarage Church Lane Marden Hereford HR1 3EN	Proposed two storey extension, single storey extension and two storey staircase.

Resolution – Marden Parish Council **objects** to this application on the grounds of size, design and not in keeping with the local area and its proximity to the ancient church.

8.3 Planning Enforcement

The outstanding planning enforcement matters are to be chased up by the clerk.

To Note – The outstanding enforcement issues.

- Pikestyle Farm
- Small Ashes
- Oak Tree Lodge Burmarsh
- Ashgrove Croft – ascertain the timing to complete conditions outstanding in Application 222739

9. Reports.

- 9.1 – Community Facilities Working Group
 - 9.1.1 – Marden Fete
- 9.2 – Marden Links
 - 9.2.1 - Hubs Capital Grant Scheme
- 9.3 – Neighbourhood Development Plan Review Working Group
- 9.4 – Environmental and Sustainability Work Group
- 9.5 – Traffic Management Working Group
- 9.6 – Financial Advisory Working Group

To Note – **Community Facilities Working Group** – No meeting has taken place. The application site is awaiting final approval and the applicant is presently in the process of purchasing phosphate credits.

Marden Fete – The Fete was very well supported and had around 225 residents attended. The Parish Council would like to put on the record their sincere thanks to all the organisers and volunteers who made not only the fete a success but also the other community events.

Marden Links – continues to be well supported. With the Marden Links Working Group having obtained kitchen units at no cost the owners of 9 Walkers Green are installing new electric wiring, an under-sink boiler and associated plumbing. The Parish Council have approved the purchase of a stainless-steel sink at a cost of £115 plus VAT. This will provide hot and cold water internally plus an outside tap for the community garden. The **Repair Café** continues to be well used and supported by an increasing number of volunteers (two from Wellington) with a variety of skills. The Repair Café has been advertised in neighbouring parish magazines. **Community Garden** – local volunteers continue to do work on the community garden, sadly the ground is very stoney. The parish Locality steward is looking to

help with supplying wildflower seed and possible benches.

Super Hubs Capital Grant Scheme – It was agreed that the Parish Council should submit an Expression of Interest for a grant of £150,000 towards the new Community Centre / Hub.

Neighbourhood Development Plan Review Working Group – Still awaiting information from the Herefordshire Council.

Environmental and Sustainability Work Group – Have not met.

Traffic Management Working Group – There has been no meeting, but Council received a report from Cllr Hayward about “20’s Plenty Campaign” which is a campaign for 20mph limit in villages. Already 20 town and parish councils in Shropshire have voted to support 20mph. The “20’s Plenty Campaign” will be asking every Town and Parish Council in Herefordshire to support 20mph where people live. Marden have a long stretch of 30mph, and it would be hoped that by supporting “20’s Plenty Campaign” Marden could get 20mph limits from the far side of Laystone Bridge, the central triangle of Walkers Green and Orchard Close, from the left turn by the pond, past the school and as far as the other side the PO and shop. If this was to get approval then there would be additional signs, roundels on the road and the possibility of a raised table.

Financial Advisory Working Group – has not met but is looking to meet in early September to develop a draft budget for presentation at the September Parish Council Meeting.

10. Community.

- 10.1 – Lengthsman
- 10.2 – Parish Footpath Officers Report
- 10.3 – Locality Steward – Pavements & Potholes.
- 10.4 – Laystone Bridge

To Note – (10.1) The lengthsman will be cutting back undergrowth from around the road signs and will be asked to fit the new bench at Walkers Green bus stop.

(10.2) The parish footpaths officer gave a full and I detailed report highlighting. MR 17A - Drainage hole has just been filled in; no other work done for drainage problems. Landowner is still working to get footpath open. MR34 - Requires 2 kissing gates & 2 Metal gates on bridge, the Lengthsman and Locality Steward has measured the work. All Landowners agree and a funding proposal to the Parish Council was deferred until there was a full understanding of the scheme. MR12 Urdimmarsh – there are 3 trees down. MR38 - Landowners dealt with the problems immediately. MR33 - 3 Rotten planks need replacing. PROW reported.

(10.3) The chair’s ride a round with the locality steward highlighted pothole and pavement issues, which many have now been filled or repaired.

(10.4) The chair met on site with an officer from the Herefordshire Council highways department to discuss the long awaited Laystone Bridge report. It seems that there are limited further actions available, but Herefordshire Council are willing to look at any further realistic suggestions. This report highlighted the importance of making sure the road markings, installed in 2011, are maintained when they start to fade (Balfour Beatty) and that the vegetation on either side of the bridge is cut back on a regular basis (Parish Council).

11. Clerk Report.

- 11.1 – Christmas Tree Update
- 11.2 – Bench (Bus Stop) Update
- 11.3 – Kitten Gate Notice Board
- 11.4 – Planning Determination Made
- 11.5 - Correspondence

To Note – (11.1) *The clerk reported that he had been in touch with the local Christmas tree supplier but has had no response.*

(11.2) *The bus stop bench which had been ordered was cancelled as it is no longer in stock, the clerk was to order a similar sort of bench.*

(11.3) *As the moving of the Kitten Gate notice board is not allowed, council said it would review the possibility of a new position, or whether the council needed a notice board at Kitten Gate.*

(11.4) *The clerk reported on the previous planning determinations made by the Herefordshire Council and this information was available on the Herefordshire Councils and Marden Parish Council's websites.*

(11.5) *Correspondence was received from a resident about the missing road sign at Ash Close, the resident was informed this was not a Parish Council issue but a Herefordshire Council one. A resident was concerned about a hedge which was overgrowing the footpath. A Cllr reported this hedge had now been trimmed. The chair reported that a "Horse Warning" sign had been damaged and ideally needed replacing, the clerk was asked to get a quote for a replacement sign.*

12. Review Council Policies

12.1 – Privacy Policy

12.2 – Sickness & Absence Policy

12.3 – Subject Access Policy

Resolution – *All the policies were approved.*

13. Future Agenda Items or Clerk action under delegated authority.

- Budget 2024-25 to be developed further at a Financial Advisory group meeting in early September.
- Follow up on responses from local businesses regarding possible donations towards the development of the Community Garden.

The Chair closed the meeting at 9.47pm.

Signed:
Chair of the Council



Date: 19th September 2023