

# **MADRESFIELD PARISH COUNCIL**

## **MINUTES OF THE ANNUAL AND 213<sup>th</sup> PARISH COUNCIL MEETING HELD AT ST MARY CHURCH MADRESFIELD ON WEDNESDAY 12<sup>TH</sup> MAY 2021 AT 6.00 PM**

### **PRESENT**

Cllrs. Mrs K Wells (Chair), Mr C Eden and Mr C Freeman.

### **IN ATTENDANCE**

Mrs K Butt, Mr M Johnson, Mr M Everitt (Footpaths Warden) and Mr D Sharp (Clerk).

### **1. ELECTION OF CHAIRMAN**

Cllr. Wells was unanimously elected as Chairman and she duly completed her acceptance of office.

### **2. APOLOGIES FOR ABSENCE**

***To consider acceptance of apologies for absence from Councillors:*** There were none.

### **3. INTERESTS**

- i. ***Councillors Declarations of Disclosable Pecuniary Interests and Other Disclosable Interests regarding items on the agenda:*** There were none.
- ii. ***Notification of changes to the register of interests:*** There were none
- iii. ***To consider written requests from councillors for the council to grant a dispensation for those with Disclosable Interests to take part in discussions or voting:*** There were none.

### **4. CO-OPTION**

***To consider applications for co-option onto the Parish Council:*** Mrs K Butt and Mr M Johnson were elected onto the Council and they duly completed their acceptance of office. Their 'register of interests' forms would be sent to MHDC within 28 days.

### **5. ELECTION OF WARDENS AND OTHER REPRESENTATIVES**

The following were elected:

- i. Footpaths Wardens (noted): Mr Mike Everitt and Mr Martin Thorne  
Mr Everitt reported that all footpaths were in good order and much help had been received from Madresfield Estate. He noted that no historical PRowS would be accepted for inclusion into the 'Definitive Map' after 2026. Finally concerns were raised over the size of stone used by Malvern Hills Trust on the paths just off Townsend Way.
- ii. Tree Warden: The position was vacant and a new candidate was to be sought.
- iii. Charities Representative: Cllr. C Eden  
Cllr. Eden reported that, as with previous years, the monies available from the charities was allocated to the Primary School to help fund outings for pupils.

### **6. APPROVAL OF THE MINUTES OF THE 212<sup>th</sup> PARISH COUNCIL MEETING OF 27<sup>th</sup> JANUARY 2021**

These were accepted as an accurate record and they were to be signed by the Chairman.

### **7. PROGRESS REPORTS AND OTHER MATTERS ARISING FROM THESE MINUTES**

The Clerk confirmed that he had heard no news following the request for 'country parks' sites from the SWDP.

### **8. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

District Cllr. Kathy Wells reported that the SWDP was back on track, following delays due to the Covid pandemic. It was hoped the final draft would be approved in September and go out to consultation in October.

The Boundary Commission review was underway and its main aim was to standardise the number of electors in ward boundaries. The expected proposal was that the number of District Councillors be reduced from 37 to 31 and would go to consultation later in the year.

### **9. HIGHWAYS**

***To consider the Parish Council's continuing participation in the Lengthman Scheme:*** This was approved and the Clerk was to complete the necessary agreements.

## 10. Planning

**To consider responses to any late submitted applications:** No applications had been received.

## 11. FINANCE

**i. Completion of 'Annual Governance Statement':** This was completed and was signed by the Chairman and Clerk/RFO.

**ii. Approval of Annual Account:** The accounts for 2020/21 were approved and were signed by the Chairman and Clerk/RFO.

**iii. Completion of AGAR requirements:** The Accounting Statements and Certificate of Exemption were completed and signed by the Chairman and Clerk/RFO.

**iv. To review effectiveness of internal financial controls:** It was considered that the internal financial controls were adequate for the Parish Council's needs.

**v. To consider payment of invoices presented:** The following payments were approved:

From/Due to	Date	Amount	Details
J Moore	-	£236.00	Lengthman Fees (Jan-Apr)
Worcestershire CALC	03/04	£103.40	Annual Subscription
BHIB Ltd	-	£348.18	Annual Insurance Premium
HMRC	-	£27.00	PAYE (Apr-Jun)
D Sharp	12/05	£108.70	Clerks fees (3 months @ 1hr/week SCP7 £135.70)
<b>Total</b>		<b>£823.28</b>	

After these payments are made accounts will be as follows

Premium Account B/F	£932.03	Current Community Account B/F	£5.26
Interest	£0.02	WCC Lengthman Scheme	£413.00
		HM Revenue & Customs VAT	£84.72
		MHDC Precept	£750.00
		May Payments	-£823.28
<b>Premium Account C/F</b>	<b>£932.05</b>	<b>Community Account C/F</b>	<b>£429.70</b>

## 12. CORRESPONDENCE.

**To consider any responses to the following correspondence received:**

FROM	* Email	SUBJECT
CALC	*	Updates
NALC	*	CHIEF EXECUTIVE'S BULLETIN
WCC	*	Budget Briefing 27 January 2021
CALC	*	Training
MHDC	*	Covid-19 Business e-Bulletin
WCC	*	Invitation to the Natural Networks Event
MHDC	*	Update for town and parish councils
MHDC	*	SWDPR event for Town and Parish Councils Monday 1 March 2021, 6pm
MHDC	*	South Worcestershire Development Plan Review - Newsletters
CALC	*	Councillors Survey
MHDC	*	Bird flu update
Rural & Business Crime Officer	*	South Worcestershire Rural Beat
MHDC	*	Urban Design Planning Training scheduled for Monday 26 April 2021

## 13. COUNCILLOR'S ITEMS FOR REPORT OR FOR FUTURE CONSIDERATION.

Cllr. Freeman confirmed that he was likely to resign from the council soon due to relocation.

Cllrs. Butt and Johnson both agreed to become signatories on the Parish Council accounts and the Clerk was to make enquiries. He was also to investigate 'internet banking'.

## 14. NEXT MEETING.

The date of the next Parish Council meeting was Monday 29<sup>th</sup> September 2021, venue to be arranged and commencing at 6.00pm.

There being no further business the meeting closed at 7.35 pm.