

**MADRESFIELD PARISH COUNCIL**  
**MINUTES OF THE 201<sup>st</sup> PARISH COUNCIL MEETING**  
**HELD AT MADRESFIELD PRIMARY SCHOOL**  
**ON THURSDAY 14<sup>TH</sup> DECEMBER 2017 AT 6PM**

**PRESENT**

Cllrs. Mr D Craig (Chairman), Mr C Eden, Mr C Freeman, Mrs J Greenwood.

**IN ATTENDANCE**

Mr M Everitt (Footpath Warden) and Mr D Sharp (Clerk).

**1. APOLOGIES FOR ABSENCE**

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

**2. 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.

**3. CO-OPTION**

*To consider applications for Co-option to the Parish Council:* No applications had been received.

**4. APPROVAL OF THE MINUTES OF THE 200<sup>th</sup> PARISH COUNCIL MEETING OF 25<sup>th</sup> SEPTEMBER 2017**

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

**5. PROGRESS REPORTS AND OTHER MATTERS ARISING FROM THESE MINUTES**

The Clerk reported that the VAS was still being rotated between Guarford, Madresfield and Newland by the Newland lengthman.

The Clerk confirmed that he had contacted Mr Gerry Davies about management of the pond and a meeting was to be arranged in the New Year.

**6. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

There were none.

**7. REPORTS FROM WARDENS AND OTHER REPRESENTATIVES**

- i. **Tree Warden:** Cllr. Craig reported that there were a few examples of disease to Chestnut trees but nothing that caused lasting harm.
- ii. **Footpath Warden:** Mike Everitt reported that all paths had been walked in October and no problems identified. Furthermore the overgrown hedgerow at the junction of Rectory Lane and North End lane had been cleared by Martin Thorne, the warden who covered the Great Malvern area.
- iii. **Charities Representative:** Cllr. Eden reported on a recent meeting where funding was made to the primary school. He was also to contact Age UK to offer help to any local resident they could identify.

**8. TELEPHONE BOX**

**Update on future usage following adoption:** Cllr. Craig reported that the plans for the shelving were progressing and the Clerk was to order 20 panes of replacement glass and edging for approximately £250.

**9. PLANNING**

*To consider response to the following any late submitted applications:*

Application No.	From	Details
17/01813/HP	Mr & Mrs K J Poole Kettlepin Cottage, Rectory Lane	Extension to the existing cottage and erection of a timber framed outbuilding

The Parish Council agreed to return 'No Objection'.

## 10. CORRESPONDENCE.

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

FROM	* Email	SUBJECT
CALC	*	Updates
WCC	*	Planning Validation Document Review
Paul Kennedy Safer Neighbourhood Officer	*	Monthly Parish Reports
Worcestershire Health and Wellbeing Board	*	'Reducing the harm caused by alcohol', 15/11/17 9.00am – 1.30pm, County Hall, Worcester.
MHDC	*	Parish and Town Council Forum, Mon 23rd October
MHDC	*	Adoption, maintenance and management of public open space
CALC	*	Annual General Meeting
MHDC	*	Be Winter Ready
MHDC	*	Notification of Consultation on Revised Statements of Community Involvement (SCI)
WCC	*	October Newsletter
MHDC	*	Christmas Domestic waste collections calendar
Brian Robinson	*	Velo Birmingham
WCC	*	Budget Consultation Meeting 24th January 2018
CPRE		Newsletter
Gerry Davies		Madresfield Pond

## 11. FINANCE

*i. To consider any issues raised from internal and external audits:* The external audit report had highlighted that the internal audit report had commented on 'petty cash' when no 'petty cash' system was operated. This was duly noted.

*ii. To consider the effectiveness of the internal audit:* The internal audit was considered effective.

*iii. To consider the budget for 2018/19 and determine a precept:* This was agreed and a precept of £1400 was to be requested.

*iv. Approval of Payments due:* The following payments were approved:

From/Due to	Date	Amount	Details
J Moore	-	£295.00	Lengthman Fees (Sep-Nov)
Madresfield Primary School	14/12	£10.00	Hire Charge
CAB	14/12	£55.00	Donation
Grapevine	14/12	£55.00	Donation
MacMillan Cancer Support	14/12	£55.00	Donation
D Sharp	-	£70.00	Annual Expenses (17-18)
HMRC	-	£24.60	PAYE (Oct-Dec)
DA Sharp	14/09	£98.03	Clerks fees (3 months @ SCP18 £122.43)
<b>Total</b>		<b>£662.63</b>	

After these payments are made accounts will be as follows

<b>Premium Account B/F</b>	<b>£927.46</b>	<b>Current Community Account B/F</b>	<b>£377.13</b>
		MHDC Precept	£700.00
		WCC Lengthman Scheme	£236.00
		December Payments	-£662.63
<b>Premium Account C/F</b>	<b>£927.46</b>	<b>Current Community Account C/F</b>	<b>£650.50</b>

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

A discussion took place about the effectiveness of parish council supplied grit/salt bins. A decision whether to install any for future use would be made at the next meeting.

The Clerk was to contact WCC about the broken school flashing sign.

## 13. NEXT MEETING.

The next Parish Council meetings would take place on Thursday 15<sup>th</sup> February 2018 at 6.00pm.

There being no further business the meeting closed at 7.40 pm.