



The Internal Auditor, Mr Davies along with a parishioner referred to comments supposedly made at the previous meeting in relation to the internal audit conducted by Mr Davis. Mr Davis questioned the Clerks figures. The Clerk tried to explain the report submitted to the External Auditor following amendments made. However, without the full and detailed reports it was impossible to clarify. The Clerk, Mr Davis and Councillor Fearnough (Finance Committee Representative are to meet). The Clerk did confirm that it was thanks to Mr Davis that VAT arrears had been claimed. Councillor Fearnough explained that the additional work that had to be undertaken by the Clerk as per the instruction of the external auditor was unsatisfactory.

The Full meeting was opened at 20:32pm.

**40-11 Apologies:** Apologies were received from County Councillor Davies.

**41-11 Declarations of Interest:** Councillor Gale declared an interest in 11/00204/HOU under 9. Planning.

**42-11 Minutes:** The minutes for the previous Parish Council meeting were approved as a true record of the meeting, following clarification that the Recreation Association had held a meeting recently to which Councillor Gale had not been in attendance at. Councillor Gale had reported at the last full PC meeting regarding the previous meeting.

**43-11 Outstanding actions from previous minutes:**

- Litter pick for the village, the Clerk needs to obtain a risk assessment from CALC, contact MHDC and WCC regarding any available equipment, contact The Chantry and Wichenford Parish Council to see if they would want to be involved. The Clerk has been contacted by a parishioner who has some tabards available for use.

At this point a parishioner confirmed that Wichenford had carried out a litter pick last week. The Clerk will contact Wichenford to query insurance, etc.

**44-11 Progress Reports:**

(a) The Clerk

- Notices for any cars causing an obstruction in the village, such as those by Heaton House will be displayed in future.
- David Hunter is on leave at the moment and will pick up the dropped curbs at Hollins Lane upon his return.
- Now has a password for the My Parish website link and will look to set this up in the next few months.

- The Litter Wardens contract has been terminated and the Lengthsman will carry out these duties in the future. The Recreation Association has also been asked to speak to teams using the field to request that their litter is taken with them where possible when they leave.
- Revised meeting dates of Monday 16<sup>th</sup> May 2011 @ 8pm for the Annual Parish Council meeting and Saturday 21<sup>st</sup> May 2011 @ 6.30pm have been published in The Villager and on the website.
- Has approached Safety Camera Partnership as per PC Hood to see if they have any equipment we could use on Ankerdine.
- E-On have agreed to send us quarterly invoices from now on for the electricity used in the Weighbridge.
- Has requested that the Police change their contact details to the Clerks for the time being for Martley Neighbourhood Watch contact as they were sending e-mails to a previous Councillor.
- Pot holes were reported at Hope House Lane, Hollins Lane, St. Peters Drive, Ankerdine and outside Brook Court.
- Highways are investigating the damage being caused to the lane through Newtown for deliveries being made to Shelton House.
- The empty grit bin at Pudford Lane is not owned by Worcester County Council. The Clerk will approach MHDC to see if it belongs to them.
- The Chantry students will bring a made planter to the meeting after Easter. The wood has been purchased from Martley woodyard. The students are currently helping with a pond for the pre-school and they will also be clearing the village hall car park flower bed and complete the restoration of the orchard at the Crown.
- Worcester County Councils speed review is on-going. District Councillor Williams has requested a site visit by members to Hillside as she has concerns regarding the proposals to increase the speed limit.

(b) Lengthsman

The Lengthsman submitted his invoice and work schedule for the work completed in March 2011. The list for this month reads:

- 1) Clear lay-by at Hillside (monthly)
- 2) Repair 14 grips marked with yellow paint.

3) Bag up bins and leave out for waste collection each Monday morning (weekly).

**45-11 Committee reports, recommendations and items requiring full approval:**

(a) Finance Committee gained full approval to issue letter to Recreation Association following removal of “only happened once”. No longer in favour of a Management Agreement as all stipulations made within the lease.

(b) The Clerk is to gain further information as to how often the Committee meet and when. The Clerk will agenda for the next meeting.

**46-11 Allotments:**

The Clerk distributed some information to Councillors around the Parish Council's duty, management of allotments, etc.

The Clerk is to e-mail Councillors with regard to the amendment made in 1972 to the 1908 Allotment Act.

The Parish Council will await written requests in relation to allotments.

**47-11 District and County Councillor's reports:**

District Councillor Williams reported the following:

Concern over proposed increase to speed limit at Hillside and request for site visit.

Asked whether the Village Hall Committee had submitted an application for the Act on Energy £1,500 grant towards carrying out recommended energy efficiency measures as there is possibly an expiry date to this grant? Councillor Stammers will look into this matter as a Representative on the Village Hall Committee.

**48-11 Planning:**

New

**11/00407/CLE** Callow Farm, Hillside – Siting of one residential mobile home

**11/00325/LBC** Tee Farm, Martley – Replacement of all windows to dwelling

**11/00389/HOU** Hollings End, Newtown – Single storey extension

**11/00294/HOU** Primrose Bank, Newtown – Two storey and single storey extn.

**11/00204/HOU** Fairview, Pudford Lane – Proposed rear attic conversion with new velux roof lights.

Pending

**11/00137/FUL** Tomkins Farm, Hope House Lane – Siting of static caravan

**11/00196/HOU** 3 Lorien, Martley – Replacement patio doors, new window to ground floor, replace existing window frames and internal modifications.

**11/00271/LBC** 3 Lorien, Martley Court Barns - Replacement patio doors, new window to ground floor, replace existing window frames and internal modifications.

Approved

**11/00098/FUL** Tomkins Farm, Hope House Lane – Upgrading and alterations to farmhouse. Conversion of attached barn to form granny annexe and alterations of adjacent barn to form bat roost with storage under.

**11/00022/HOU** Bramblewood, Hipplecote – Construction of new garage and hardstanding.

**10/01074/HOU** White Cottage, Kingswood – Erection of replacement garage and store. – APPEAL ALLOWED AND PERMISSION GRANTED.

Withdrawn by applicant

**11/00073/FUL** Land at The Stables, Willow Road – Conversion and extension to form live/work unit.

**49-11 Speed sign:**

The Clerk referred to Worcester County Councils policy in terms of siting the sign. The Clerk is to ask Davis Hunter to come out and look at proposed locations.

**50-11 Finance:**

(a) The accounts for April were issued. There were 3 cheques totalling £714.61 for payment.

(b) Payment of the invoice for the £75.00 towards the dishwasher for Nora Parsons Day Centre was agreed. This will form the full donation for 2011/2012 financial year.

(c) End of year accounts for 2010/11 were approved.

(d) The Clerk advised that a further invoice has now been received from British Gas Business for approximately £300 for supposed arrears due. The Clerk has written to query the invoice and is awaiting a response.

(e) The Clerk confirmed that the payment made recently for the domain name martleypc.org was unfortunately to a company who were not reputable.

Therefore, the Clerk has written asking for a refund and the Parish Council agreed to remain for a further 2 years with a local company based in Worcester.

### **51-11 Correspondence:**

#### Items for information

- |         |   |
|---------|---|
| 1. WCC  | Your Bus Concessions                          |
| 2. CALC | Update 10                                     |
| 3. CALC | Update 11                                     |
| 4. WCC  | Consultation on Waste Core Strategy Dev. Plan |
| 5. CALC | Update 9                                      |
| 7. MHDC | 'View from the Hills'                         |

#### Items for discussion

- |         |                              |
|---------|------------------------------|
| 6. MHDC | Section 106 Legal Agreements |
| 8. WCC  | Parish Lengthsman Scheme     |

**52-11 Urgent decisions since the last meeting:** An urgent decision was made to process the payment of £300 for the works carried out to remove the tree from St. Peters Drive sometime ago.

**53-11 Councillors reports and items for future agenda:** The Parish Council had received an invoice for some recent additional work undertaken on the church clock. The Clerk is to write to to confirm the Parish Council meet the costs of the annual service but additional costs should be met by the church.

**54-11 Date of next meeting:** The next meeting will be held on Monday 16th May 2011, the Annual Meeting of the Parish Council.

Meeting finished at 10:10pm.