

**MADRESFIELD PARISH COUNCIL**  
**MINUTES OF THE ANNUAL AND 217<sup>th</sup> PARISH COUNCIL MEETING**  
**HELD AT MADRESFIELD CLUB**  
**ON MONDAY 23<sup>RD</sup> MAY 2022 AT 6.10 PM**

**PRESENT**

Cllrs. Mr C Eden, Mr M Johnson and Mrs K Wells

**IN ATTENDANCE**

Mr D Sharp (Clerk).

**1. ELECTION OF CHAIRMAN**

Cllr. Johnson was unanimously elected as Chairman and he duly completed his 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:*** None had been received.

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

- i. Footpaths Wardens: Both these positions were vacant.
- ii. Tree Warden: The position was vacant and it was agreed to ask the Estate if they could fill the post.
- iii. Charities Representative: Cllr. C Eden was elected.  
Cllr. Eden reported that, as with previous years, due to the difficulty to identify need, the monies available from the charities was allocated to the Primary School to help fund outings for pupils and amounted to about £2000 per year.

**6. MINUTES**

***To consider for approval the minutes of the 216<sup>th</sup> Parish Council Meeting held on 28<sup>th</sup> February 2022:*** 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 Queen's Platinum Jubilee event was to take place on 4<sup>th</sup> June from 12:30pm.

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

District Cllr. Kathy Wells reported that the SWDPR was delayed and the District Council's 5 year land supply was to be tested by a recent appeal in Leigh Sinton.

**9. HIGHWAYS AND FOOTPATHS**

***To consider the Parish Council's continuing participation in the Lengthman Scheme:*** This was agreed and Jeremy Moore was appointed with an increased hourly rate from £14.75 to £15.50.

**10. PLANNING**

***To consider responses to any late submitted applications:***

No applications had been received.

**10. 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 2021/22 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	-	£431.00	Lengthman Fees (Mar-May)
Madresfield Club	23/05	£10.00	Hire Charge
Worcestershire CALC	04/04	£103.48	Annual Subscription
BHIB Ltd	01/06	£384.45	Annual Insurance
HM Revenue & Customs	-	£29.40	PAYE (Jan-Mar)
Guarlford Nurseries	-	£60.00	Gift Vouchers for Jubilee Event
D Sharp	23/05	£117.78	Clerks fees (3 months @ 1hr/week SCP7 £138.57 + £8.61(backdated from 04/21))
	<b>Total</b>	<b>£1,136.11</b>	

After these payments are made accounts will be as follows

Premium Account B/F	£932.11	Current Community Account B/F	£25.60
Interest	£0.02	WCC Lengthman	£537.00
		MHDC Precept	£750.00
		May Payments	-£1,136.11
<b>Premium Account C/F</b>	<b>£932.13</b>	<b>Community Account C/F</b>	<b>£176.49</b>

## 12. CORRESPONDENCE.

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

FROM	SUBJECT
CALC	Updates
CALC	Training
NALC	CHIEF EXECUTIVE'S BULLETIN
NALC	Newsletters
NALC	Events
Malvern Town Council	Joint Civic Service Saturday 9th April 2022
Street Lighting Team	Jubilee
WCC	National Flood Forum
CALC	Pay Agreement
Planning Portal	Permitted development laws revised for rural roll-out of 4G and 5G
London Hearts	£300 defibrillator grants
MHDC	March Malvern Hills Business e-Bulletin
Malvern Town Council	Challenge Walk - Malvern Hills
WCC	LGA Webinar Today! Personal safety for Councillors - Free for Parish Councils
MHDC	Update of Community Funding Available
MHDC	April Malvern Hills Business e-Bulletin
SWDPR	Delay
MHDC	Parish and Town Councillor Conference - 17 May 6-8pm
MHDC	May Malvern Hills Business e-Bulletin
MHDC / CALC	Code of Conduct

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

It was also noted that the damage caused to the orchard bordering North End Lane by electrical engineers had been repaired.

## 14. NEXT MEETING.

The next Parish Council meeting was to be held on Monday 26<sup>th</sup> September 2022 at 6pm in the Madresfield Club.

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