

# **MADRESFIELD PARISH COUNCIL**

## **MINUTES OF THE 225<sup>th</sup> AND ANNUAL PARISH COUNCIL MEETING HELD AT MADRESFIELD CLUB ON THURSDAY 9<sup>TH</sup> MAY 2024 AT 7:45 PM**

### **PRESENT**

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

### **IN ATTENDANCE**

Mr D Sharp (Clerk).

### **1. ELECTION OF CHAIR**

Cllr. Johnson was unanimously elected as Chair and he duly completed his acceptance of office.

### **2. PUBLIC PARTICIPATION**

The Council invites local residents attending the meeting to make comments and suggestions, and question the Parish Council on issues on the agenda, or raise issues for future consideration: No matters were discussed.

### **3. APOLOGIES FOR ABSENCE**

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

### **4. 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.

### **5. CO-OPTION**

*To consider applications for co-option onto the Parish Council:* None had been received.

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

- i. **Footpaths Warden:** It was noted that Mr David Furlong had been appointed by Worcestershire County Council.
- ii. **Tree Warden:** Cllr. C Eden was elected.
- iii. **Charities Representative:** Cllr. C Eden was elected.  
Cllr. Eden reported that the charity generally made donations to the primary school to cover outdoor education trips and school uniforms. The school now had academy status and the donations were to be reviewed.

### **7. MINUTES**

*To consider for approval the minutes of the 224<sup>th</sup> Parish Council Meeting held on 5<sup>th</sup> February 2024:* These were accepted as an accurate record and they were to be signed by the Chair.

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

Cllr. Johnson was to revarnish the notice board..

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

District Cllr. Kathy Wells confirmed that the local 5 year plan had been approved.

### **10. HIGHWAYS AND FOOTPATHS**

*To consider the Parish Council's continuing participation in the Lengthman Scheme:* This was approved and Jeremy Moore was retained as the parish lengthman.

### **11. PLANNING**

*To consider responses to any late submitted applications:*

No applications had been received.

### **12. 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 2023/24 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	-	£200.00	Lengthman Fees (Feb-Apr)
Madresfield Club	09/05	£10.00	Hire Charge
Worcestershire Calc	02/04	£110.05	Annual Subscription
Clear Councils	15/04	£496.60	Annual Insurance Premium
HM Revenue & Customs	-	£32.80	PAYE (Apr-Jun)
D Sharp	09/05	£131.84	Clerks fees (3 months @ 1hr/week SCP7 £164.64)
	<b>Total</b>	<b>£981.29</b>	

After these payments are made accounts will be as follows

#### BARCLAYS

Premium Account B/F	£740.01	Current Community Account B/F	-£39.51
Interest	£2.77	Credit for Clerk's Fees	£131.64
Interest	£0.98		
Transfer to Main Account	-£743.76	From Premium Account	£743.76
<b>Premium Account C/F</b>	<b>£0.00</b>	<b>Community Account C/F To Unity Trust</b>	<b>£835.89</b>

#### UNITY TRUST

Instant Access Account B/F	£0.00	Current Account B/F	£0.00
		Lord Beauchamp (Donation)	£165.00
		HMRC VAT	£179.31
		Lengthman Scheme	£192.00
		MHDC Precept	£975.00
Transfer From Barclays	£835.89	Service Charge	-£9.30
		Clerk's Fees February	-£131.64
		May Payments	-£981.29
<b>Instant Access Account C/F</b>	<b>£835.89</b>	<b>Current Account C/F</b>	<b>£389.08</b>

#### 13. CORRESPONDENCE.

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

FROM	SUBJECT
CALC	Updates
NALC	Chief Executive's Bulletin
NALC	Newsletters
District & County Cllrs.	Monthly Reports
WCC	Home Upgrade Grant Scheme
PCC	Budget
WCC	Worcestershire Green Infrastructure Strategy 23-28
Malvern Hills National Landscape	Management Plan
WCC	Town and Parish Councils Conference - 12/6 6 - 9pm
MHDC	Malvern Hills Business e-Bulletin
Malvern Hills National Landscape	Grant Opportunity - Access for All Fund
CALC	New Model Financial Regulations
CPRE	Magazine

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

The Clerk reported that it was believed the Parish Council website hosted by WCC may be discontinued and the Parish Council would have to have one independently as required by law to do so. The annual cost would be approximately £400 a year.

#### 15. NEXT MEETING.

The next Parish Council meeting was to be held on Thursday 19<sup>th</sup> September 2024 at 7:45pm in the Madresfield Club.

There being no further business the meeting closed at 9.00 pm.