

**MADRESFIELD PARISH COUNCIL**  
**MINUTES OF THE 192<sup>nd</sup> PARISH COUNCIL MEETING**  
**HELD AT MADRESFIELD PRIMARY SCHOOL**  
**ON THURSDAY 10<sup>TH</sup> SEPTEMBER 2015 AT 7.00PM.**

**PRESENT**

Cllrs. Mr D Craig (Chairman), Mr C Eden, Mr C Freeman, Rev S Irwin.

**IN ATTENDANCE**

Mr Mike Everitt (Footpath Warden), Mr Gerry Davies & 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. APPROVAL OF THE MINUTES OF THE ANNUAL AND 191<sup>st</sup> PARISH COUNCIL MEETING OF 28<sup>TH</sup> MAY 2015**

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

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

It was noted that the planning application for 59 houses off Mayfield Road, near its junction with North End Lane had been withdrawn.

It was also mentioned that Whiteacres Brook had been cleared where it passes under North End Lane. It was believed the work had been undertaken by Madresfield Estate.

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

There were none.

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

- i. **Tree Warden:** Cllr. Craig was happy to report that there was no sign of Ash or Oak dieback in the area.
- ii. **Footpath Warden:** Mr Everitt reported that he was sharing the duties of warden with Mr Martin Thorne. He was to concentrate on the area east of Madresfield Road and Mr Thorne the area to the west. Mr Thorne was to be invited to future meetings.
- iii. **Charities Representative:** No meeting had been held recently and Cllr. Eden was to arrange a meeting with Mrs Julie Greenwood, the new headteacher of the primary school.

**7. TELEPHONE BOX**

*To review the use of the telephone box and consider its future:* A record in the kiosk indicated that it had only been used once since the last meeting. It was agreed to place an insert inside the next edition of the Grapevine magazine asking residents for their suggestions.

**8. VILLAGE POND**

*To review the biological report by Gerry Davies and to consider future maintenance:* Mr Davies presented his report and made several recommendations. Primarily the need to remove duckweed that was covering the surface. Cllr. Eden and the Clerk both offered to help.

**9) PLANNING**

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

Application No	From	Details
15/00960/HOU	Mr D Milton Madresfield Grange	New domestic garage with office accommodation above. Permission granted previously application ref 08/00602/FUL.

No objection was to be raised.

## 10. CORRESPONDENCE.

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

FROM	* Email	SUBJECT
CALC	*	Updates
CPRE	*	AGM July 4th
MHDC	*	Parish Conference 5 <sup>th</sup> October
CALC	*	Area Meeting 13 <sup>th</sup> October
Gerry Davies	*	Village Pond
Age UK Malvern & District	*	Forget me not Service
MHDC	*	Showcase of Services for Older People Event
CALC	*	Area Meeting Report
MHDC	*	Parish Newsletter
MHDC	*	SWDP Briefing 10 September
Grant Thornton		Audit
Mike Everitt		Footpaths
CPRE		Countryside Voice

## 11. FINANCE

### *i. To receive reports from Internal and External Auditors and to consider any appropriate action:*

Both reports had been circulated and it was noted that the external report had commented on the fact that the annual governance statement had been completed prior to the completion of the internal audit. This was to be rectified next year.

*ii. To review the effectiveness of the Internal Audit:* The internal audit and internal controls were considered effective for the Parish Council's needs.

### **ii. Approval of payments due.**

The following payments were approved:

From/Due to	Date	Amount	Details
J Moore	-	£708.00	Lengthman Fees (May-Aug)
BGS	30/06	£31.00	VAS Maintenance
Malvern Hills District Council	07/08	£26.49	Election Costs
Anthem (UK) Ltd	15/06	£60.00	Internal Audit Fee
Madresfield Primary School	10/09	£10.00	Hire Charge
Andy Phillips	30/07	£160.00	Telephone Box Painting
HMRC	-	£24.00	PAYE (Jul-Sep)
DA Sharp	10/09	£96.02	Clerks fees (3 months @ SCP18 £120.02)
	<b>Total</b>	<b>£1,115.51</b>	

After these payments are made accounts will be as follows

<b>Premium Account B/F</b>	<b>£926.62</b>	<b>Current Community Account B/F</b>	<b>£352.03</b>
		WCC Lengthman Scheme	£577.00
Interest	£0.12		
		September Payments	- £1,115.51
<b>Premium Account C/F</b>	<b>£926.74</b>	<b>Current Community Account C/F</b>	<b>- £186.48</b>

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

The Clerk was to contact Mrs Julie Greenwood, the new primary school headteacher, inviting her to apply for co-option onto the Parish Council.

## 13. NEXT MEETING.

Thursday 3<sup>rd</sup> December was confirmed.

There being no further business the meeting closed at 8.30 pm.