

MADRESFIELD PARISH COUNCIL

DRAFT MINUTES OF THE ANNUAL AND 191st PARISH COUNCIL MEETING HELD AT ST MARY CHURCH MADRESFIELD ON THURSDAY 28TH MAY 2015 AT 7.10PM.

PRESENT

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

IN ATTENDANCE

Mr D Sharp (Clerk).

1. ELECTION OF CHAIRMAN

Cllr. Craig 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. ELECTION OF WARDENS AND OTHER REPRESENTATIVES

The following were elected unanimously:

- i. **Footpath Warden** – It was agreed to recommend to WCC Countryside Services that Mr M Everett succeed Mr R Baldwin. The council expressed their thanks to Mr Baldwin for all his efforts as warden for the past 15 years.
- ii. **Tree Warden** – Cllr. Craig.
- iii. **Charities Representative** – Cllr. Eden.

5. APPROVAL OF THE MINUTES OF THE 190th PARISH COUNCIL MEETING OF 28TH MAY

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

6. 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 was still to come before the Southern Area Management Committee. The Parish Council had raised concerns over the probable increase in traffic along the section of North End Lane through Madresfield, but their suggestion for an 'access only' designation had been refused. Further correspondence was to be sent to Highways expressing concern. Newland Parish and Malvern Town Council were also to be approached for support.

7. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

There were none.

8. HIGHWAYS

To consider the Parish Council's continuing participation in the Lengthman scheme: This was approved and the Clerk was to complete the contracts with WCC and Jeremy Moore.

Concerns were raised again about the build up of debris in Whiteacres Brook where it passes under North End Lane. The Clerk was to write to Malvern Hills Conservators and Madresfield Estate.

9. PLANNING

No applications were considered.

10. FINANCE

i. Approval of Annual Accounts: These were approved and duly signed by the Chairman and Clerk.

ii. Appointment of Internal Auditor: Mr Steve Tustin was appointed.

iii. Completion of 'Annual Governance Statement': This was completed and duly signed by the Chairman and Clerk.

iv. Approval of Payments due:

The following payments were approved:

From/Due to	Date	Amount	Details
J Moore	-	£118.00	Lengthman Fees (Mar-Apr)
BGS	31/03	£20.00	VAS Maintenance
Worcestershire CALC	01/04	74.48	Annual Subscription
Aon UK	01/06	£350.46	Annual Insurance
HMRC	-	£24.00	PAYE (Jan-Mar)
DA Sharp	28/05	£96.02	Clerks fees (3 months @ SCP18 £120.02)
	Total	£682.96	

After these payments are made accounts will be as follows

Premium Account B/F	£926.51	Current Community Account B/F	£98.99
		WCC Lengthman Scheme	£236.00
Interest	£0.11	MHDC Precept	£700.00
		May Payments	-£682.96
Premium Account C/F	£926.62	Current Community Account C/F	£352.03

11. CORRESPONDENCE.

The following correspondence was presented:

FROM	* Email	SUBJECT
CALC	*	Updates
Clerk	*	Elections
MHDC	*	Parliament in the Making programme
Clerk	*	North End Lane Traffic
CALC	*	End of year Accounts Training Seminar
BT	*	Adopting phone boxes
WCC	*	Invitation to the next Parish Conference, Worcestershire County Council 4th June 2015
MHDC	*	Publication of SHLAA
MHDC	*	Parish Newsletter - Spring Edition
Clerk		Newland Consultation Event
CPRE		Countryside Voice
WCC		Lengthman Scheme
Community Exchange		Neighbourhood Planning
Aon		Insurance Schedule
NALC		Transparency Code
Grant Thornton		Audit

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

It was agreed to discuss the future of the telephone box by the school at the next meeting. In the mean time a record of its use was to be made.

13. NEXT MEETING.

The next meetings were to be held on Thursday 10th September, Thursday 3rd December, Thursday 25th February 2016 and Thursday 12th May 2016

There being no further business the meeting closed at 8.15 pm.