

MARSTOW PARISH COUNCIL

Minutes of the meeting held on 1 May 2018 at Goodrich Village Hall

PRESENT A Williams (Chairman) M Wigmore T Watson N Roper (part of the meeting)

ATTENDING K Shilton (Clerk) Ward Councillor E Swinglehurst

1. ANNUAL PARISH MEETING

This was held but no members of the public were present and no comments were made.

2. ANNUAL MEETING OF THE PARISH COUNCIL

Appointment of Chairman. A Williams was appointed Chairman being proposed by N Roper seconded by M Wigmore and agreed by all members present.

The Declaration of Office of Chairman was signed.

Appointment of Vice Chairman. The Chairman explained the background to his proposal that subject to agreement of S Parker he proposed N Roper as Vice Chairman seconded by T Watson.

Appointment of Officers.

Lengthsman technical advisor M Wigmore

Lengthsman administration Clerk

Traffic related matters A Williams

Trees and Footpaths T Watson

Planning applications and Financial matters - discussed as a group

Dates of future meetings

26 June 18 2 October 18 4 December 18 5 March 19 7 May 19

Financial year ending 31 March 2018 and audit preparation. Financial papers and explanations had been sent to all members prior to this meeting and the internal audit made and completed.

The financial year 2017 / 2018 was agreed and all related audit documents completed and signed.

Data Protection. All documents and explanations for the Data Protection Act 2018 are on the website.

Revised Standing Orders. The recent revised Standing Orders prepared by NALC were agreed and the meeting resolved to adopt this latest guidance.

Lengthsman contract 2018 / 2019. This was agreed and signed and submitted to Herefordshire Council / Balfour Beatty for confirmation and signature.

3. ORDINARY PARISH COUNCIL MEETING

4. **OPEN DISCUSSION FOR THE PUBLIC** Not required

5. **APOLOGIES** S Parker

6. **DECLARATIONS OF INTEREST** None submitted

7. MINUTES OF THE LAST MEETING HELD ON 6 MARCH 2018

These were agreed and confirmed and signed by the Chairman.

8. ACTION POINTS FROM THE MINUTES

Ditch at Marstow Court. Reference was made to responsibilities of Riparian landowners.

Dead tree at Marstow Court. Awaiting actions.

Overhanging branches Marstow. This continues to be investigated and land owners approached.

Water on the road near Porch Farm. Reported for investigation and action.

9. REPORT / COMMENTS FROM WARD COUNCILLOR

Reference the recent report circulated to all members.

10. PLANNING MATTERS AND APPLICATIONS

180840 Old Dry Arch proposed extension and alterations / dependents annexe.

The meeting gave no objections.

180839 Old Dry Arch proposed storage barn.

The meeting objected to this application as it was considered too large a building and its purpose was not sufficiently defined.

180965 Tuck Mill Cottage proposed knock down a concrete sectional single garage and replace with a double garage / workshop.

The meeting gave no objections.

11. FINANCIAL MATTERS

Precept first payment received £4250.00

New VAT references refund procedure noted.

Payments

Hall rent £60.00

External audit 2016/2017 £120.00

Internal audit £30.00

Clerk fee £243.00 Administration £31.26 Travel / meetings / training £14.72

12. LITTER ON THE A40

It was well received news that Balfour Beatty are coordinating with Highways England to litter pick the central reservation including Marstow Parish.

However a longer term strategy / involvement is still required to maintain an acceptable standard of cleanliness.

Discussion from all attending this meeting agreed that closer relationships need to be formed with all stakeholders and agencies.

To initiate dialogue the Ward Councillor agreed to contact Balfour Beatty and the Cabinet Member Roads as an introduction to this subject and allow follow up from the Chairman and designated members.

13. CORRESPONDENCE RECEIVED AND DISTRIBUTED No further comments

14. REPORTS FROM COUNCIL MEMBERS

Invite the Local Community Police Officer to our next meeting.

15. ITEMS FOR THE NEXT AGENDA

Community Litter Pick

Potential Marstow Village Hall

New notice board and safe new location

NEXT MEETING 26 JUNE 2018 AT 7.30PM AT GOODRICH VILLAGE HALL

Signed

Chairman

Date