

# MONKLAND AND STRETFORD PARISH COUNCIL

Minutes for the **Annual Parish Council Meeting**  
Tuesday 21<sup>st</sup> May 2019 at 8.00 pm in Monkland Village Hall.  
Website : monkland.org

**PRESENT:** Cllr. Alan Turner; Cllr Lesley Brook; Cllr M Louth;

Parish Clerk: Mrs Lesley Hay; 4 members of the public.

Chairman welcomed those present to this the Annual Parish Council Meeting

All Councillors signs their Declaration of Acceptance of Office Forms

1. Cllr Lesley Brook was proposed, seconded and unanimously elected as Chairman. Cllr Brook accepted and duly signed the Declaration of Acceptance of Chairman form.

Cllr Brook then took over as Chair of the meeting.

2. Cllr A Turner was proposed; seconded and unanimously re-elected as Vice Chairman.
3. Apologies for Absence: Cllr P Povall; Chris Blaydon (Footpaths Officer); Ward Cllr Trish Marsh and Cllr T Neave.
4. All councillors confirmed there were no changes to their Declarations of Interest and Applications for Dispensation during the past year. All Councillors present signed a new Declaration of Interest form in accordance with the recent elections.
5. **5.1 Elect other Officers:**
  - 5.2 The Clerk, Lesley Hay, was confirmed as Responsible Finance Officer.

5.3 Footpath Officer – In the absence of Mr Blaydon, the Clerk explained that she had received and circulated an email from Mr Blaydon in which he had confirmed that he was happy enough to continue as Footpath Officer if the committee would overlook his regular absence from PC meetings.

After discussion – during which it was acknowledged that, although Chris Blaydon was an excellent Footpaths Officer, his work did take him away and he was finding it increasingly difficult to attend meetings.

It was proposed and seconded that Peter Povall should be approached with regard to taking over the reins as Footpaths Officer.

The Chairman will organise a vote of thanks to Chris Blaydon for all his hard and dedicated work over many years in keeping Monkland footpaths in good order.

5.4 Representatives Village Hall Committee – Mrs Wendy Jancey.

6. To Receive Reports:

6.1 Ward Cllr Trish Marsh had forwarded her apologies.

6.2 Policing Matters – no representative present.

6.3 The memorial gate on the Eardisland and Monkland border had been discussed during Hugh Vernon's short presentation. Opening date agreed for 27<sup>th</sup> June 2019. The Footpath Officer/Parish Councillors will liaise further with Hugh Vernon with regard to attending the ceremony and providing light refreshments at the site.

It was agreed to defer further discussion on the outstanding issues associated with the MK10 footpath until the next meeting when it was hoped Cllr Povall would be in a position to share up to date information.

7.

**Open session - Matters raised by local residents.**

The Parish Council were again asked to keep pressure on the various agencies with a view to getting the A44 speed limit reduced from 50 to 40 mph. It was suggested that the Clerk should invite Ian Connolly from the Safer Roads Partnership to attend a meeting with the newly elected councillors to discuss further any possibilities of getting this speed limit reduced.

The Parish Council was asked to comment on the possibility of a business being conducted from Monkland Common – in that two mini buses; taxis and several cars are, on a regular basis, being parked on the Common. It was agreed that the clerk would approach Herefordshire Council together with photographic evidence with a view to seeking advice on what action could legally be taken to stop this obvious misuse of the Common.

### **Chairman Closed open session**

8. To Approve Minutes of Meeting held on Tuesday 19<sup>th</sup> March 2019. It was unanimously agreed that the minutes represented a true record and that they should be adopted and signed by the Chairman.

8.1 Common – further to a recent meeting with Mr Tom Powell - there was discussion on the future sale of hay and it was agreed to invite quotes from all parties before a decision is made. In the meantime, the clerk to contact Tom Powell with regard to his colleague, Mr T Dyer, visiting the common and giving his opinion on future maintenance/hay.

In a recent email, Mr Powell had indicated that he hoped to start work in July to repair the vehicle damage made to the common during the winter months.

The Clerk was asked to contact Rachel Allen to request that her sheep are removed from the common as soon as possible.

8.2 Newsletter – all in hand for publication at the end of May. Articles requested.

Smart water – following the earlier presentation by Paul Crumpton, further discussion took place on the possibility of the village signing up to the smart water scheme. Clerk was asked to forward all available correspondence associated with the scheme to the Councillors for their opinion on what they would like included in this edition of the newsletter.

8.3 Monkland Autumn Show- the schedule is ready for the printers and distribution.

## 9. Finance Matters:

9.1 End of year 2018-19 Bank Balances had been circulated

9.2 To Approve the Annual Governance Statement for 2018/19

The Annual Governance Statement for 2018/2019 read out by the Chairman was agreed and accepted by Council. The External Audit Form was duly signed by the Chairman and the Clerk as Responsible Finance Officer.

9.3 To Approve the Annual Accounts for 2018/2019

The Annual Accounts for 2018/2019 had been audited and these were agreed and accepted by Council. The External Audit form was completed and signed by the Chairman and Clerk as Responsible Financial Officer.

The Certificate of Exemption was signed and together with the contact details will be returned to the External Auditor.

The Notice of Date of Commencement of Period of the Exercise of Rights is ready to be displayed on the 17th June 2019 for 30 working days up to and including 23rd July 2019.

The Clerk informed those present that all documentation would be up loaded on to the website as appropriate and displayed on the village Notice Boards within the appropriate time scale.

9.4 It was unanimously agreed to appoint Robert Taplin as Internal Auditor.

9.5 To Consider and Approve payment of outstanding invoices – Schedule of Payments had been circulated

9.5.1 No payments made since last meeting.

9.5.2. It was unanimously agreed to pay the outstanding invoices – the clerk raised the cheques and these were signed.

9.5.3 It was unanimously agreed to accept the new insurance policy proposal from Zurich Municipal at a cost of £167.44 for 2019/2020. Clerk to raise cheque.

9.5.4 It was unanimously agreed to donate £250 to church yard maintenance.

9.5.5 It was unanimously agreed to make a donation of £50.00 as a gift for the Internal Auditor – Clerk to purchase a voucher and card of thanks.

10. The Standing Orders together with the Financial Regulations/Financial Risk Assessment and Safe Guarding Policy were discussed and adopted. A revised Code of Conduct (which had been circulated) was adopted for the coming year.

All Councillors present agreed to abide by the Code of Conduct.

All documents were signed and dated by the Chairman; Councillors and Clerk.

It was agreed to adopt Monkland and Stretford's Safeguarding statement and details will be displayed on website and on Notice Boards. Monkland and Streford have not appointed a Safeguarding Officer at this time.

11. Lengthsman/Locality Steward.

11.1 D C Gardening Contract/Insurance 2019/2020 – requested but not available at this time.

11.2 Lengthsman work sheet – June/July 2019

To strim around the bus shelter; tidy hedge and path. To strim the top of Old Road by the privet hedge.

The clerk to liaise with Locality Steward with regard to cutting Pleck Lane.

Clerk to liaise with Mr Marfell/ Derrick Richards and Locality Steward with regard to getting the overgrown roadside hedge between the two bridges on the A44 – Cow lane/Church entrance - cut back as soon as possible as it is becoming a serious health and safety hazard.

11.3 The Chairman and Clerk signed the Contract between Herefordshire Council and the Parish Council with regard to the Parish Paths Partnership (P3) and the Parish Lengthsman schemes 2019-2020

11.4 The Clerk confirmed that she had completed and submitted the P3 and lengthsman Maintenance Plane for 2019/20.

12. Planning matters – no new planning applications have been received since last meeting.

13. Items for the Next Agenda ([no discussion – deferred items – MK10 footpath; Help save bees; to discuss the possibility of designing a Monkland flag; additional bank signatories.

14. Date of the Next Parish Council Meeting confirmed as Tuesday 23<sup>rd</sup> July 2019 – 7.30p.m. Clerk to confirm availability of the Village Hall.

Chairman closed the meeting at 10.00 p.m.

Signed: ..... Date: .....

Parish Clerk : Lesley Hay  
Bank Croft Monkland Leominster Herefordshire HR6 9DB