

**MINUTES of the Annual Meeting of Cradley Parish Council** held on Tuesday 15<sup>th</sup> May 2012 in Cradley Village Hall at 7.30pm.

PRESENT – C. Lowder (CL) K. Nason (KN) C. Smith (CS) A. Symondson (AS) M. Brooksbank (MB) B. Gordon (BG) W. Harries (WH) A.Eldridge (AE) and F.Beard (FB). Also in attendance was County Councillor T. Johnson (TJ).

CHAIRMAN – The Clerk requested nominations for the appointment of Chairman for the year 2012/13 and on a proposal by M. Brooksbank, seconded by A. Symondson and carried Christopher Lowder was appointed as Chairman and signed the Declaration of Acceptance of Office in the presence of the Clerk and took the Chair.

APOLOGIES – Apologies for inability to attend the meeting were received and approved from M. Allfrey, S. Davies, S. Adam, E. Moseley, T. Lloyd-Jones and C. Attwood.

DECLARATION OF INTEREST – CL & KN declared a personal interest in Cradley V/Hall.

ELECTION OF VICE CHAIRMAN – On a proposal by CL seconded by A. Eldridge and carried, K. Nason was re-appointed as Vice Chairman for the coming year.

COUNTY COUNCILLOR REPORT – TJ reported on meeting at Bosbury when it had been suggested Parish Councils should become more pro-active as to how they can help their parishioners, particularly as a 10% reduction in housing benefit might be imposed and he will put forward some items for consideration how help might be offered.

TJ also reported he had seen Mr. Gwilliam at Bourne Villa regarding the access to the rear of his property and advised that he will talk with Roland Close and report back to us in due course. He advised he was also dealing with a complaint about dog noise in the area.

ELECTION OF MEMBERS of various sub-committees – see attached.

APPOINTMENT OF INTERNAL AUDITOR – On a proposal by K. Nason seconded by F. Beard and carried, Terry Robshaw was re-appointed as Internal Auditor to the Parish Council and it was unanimously agreed that the existing arrangement for financial reporting should continue as at present with a half yearly audit in September followed by full audit at the end of March every year.

REGISTER OF INTEREST FORMS – The Clerk was advised that no changes had taken place and stressed the need for Councillors to advise on any material changes as and when they occur. The resignation of R. Diamond had been reported and the Notice of Vacancy would be displayed once received from Herefordshire Council.

MINUTES – The Minutes of the meeting held on 12<sup>th</sup> April 2011 were taken as read, confirmed and signed by the Chairman.

May 12/18

**PROGRESS REPORTS –**

Jubilee arrangements – CL to confirm arrangements regarding the beacon and fireworks.

Jubilee Notice Board – Everything progressing regarding this matter.

**ITEMS FOR CONSIDERATION –**

ROSPA inspection – On a proposal by KN seconded by FB and carried, it was agreed Clerk arrange for an accompanied inspection of the play area at Chapel Lane.

Local Funding – deferred until June.

Reduction in Newsletter distribution – On a proposal by KN seconded by AE and carried, it was agreed in future the Newsletter letter would be distributed four monthly rather than three, particularly in view of the recent increase in postage costs.

PAYE payroll – On a proposal by AE seconded by AS and carried, it was agreed the yearly charge for M. Griffiths would be increased from £50. to £55. for the coming year.

Chapel Lane, Zone 1 – In the absence of S. Davies and E. Moseley the Chairman advised it had been agreed to accept the offer of free soil from IE Developments and that work was progressing on Zone 1 of the play area.

Litter Posters – On a proposal by KN seconded by FB and carried it was agreed the local School posters could be displayed around the various notice boards in the Parish in an attempt to obtain a renewal of their “green flag” status.

Roadside Verge at Storridge – An e-mail and drawing had been distributed to all Councillors from David Armitage concerning an attempt by Malvern Hills AONB and AMEY to improve the management of roadside verges for flora and fauna. The matter was discussed and the Clerk was to request David Armitage to contact Chris Hardy from Woodside, Storridge, who regularly cut the area in Storridge by the Church to obtain his views on the project.

Training Programme – distributed to all. CL agreed to attend Finance on 4<sup>th</sup> July 2012.

Feedback on Parish Meeting – It was generally agreed the meeting had been a success but disappointment expressed regarding poor attendance other than by Councillors and spouses.

**FINANCIAL MATTERS –** The following Accounts had been received for payment –

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|--|----------|
| • Buy Fencing Direct, pergola at Buryfields      | £269.99. |
| • Marion Griffiths, pay roll October-March 2012. | £25.00.  |
| • Inland Revenue, PAYE                           | £119.20. |
| • Storridge Village Hall, hire fees              | £56.00.  |
| • K. Nason, repayment of Newsletter postages     | £116.00. |
| • Your Name on it, Jubilee mugs                  | £764.40. |
| • Clerk, expenses and allowances                 | £141.32. |

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RESOLVED – On a proposal by FB seconded by MB and carried the above Accounts were approved for payment.

**The Chairman and KN left the room**

FB took the Chair and it was resolved on a proposal by WH seconded by AS and carried that the under-mentioned Accounts also be approved for payment –

- Cradley Village Hall, additional donation as agreed April 2012 £535.48.
- Cradley Village Hall Management Committee, various charges £84.90.
- Cradley Village Hall Management Committee, various charges £73.50.

**The Chairman and KN rejoined the meeting**

ACCOUNTS to 31<sup>st</sup> March 2012 – The accounts to the end of the year were taken as read, approved and on a proposal by KN seconded by WH and carried, these were signed by the Chairman.

ANNUAL RETURN to 31<sup>st</sup> March 2012 – The Annual Return was taken as read, accepted as drawn and on a proposal by BG seconded by CS and carried, this was signed by the Chairman.

REPORTS –

Planning – Only one application for the removal of a tree at 6 Brookside had been received to which no objections had been raised. The Chairman reported on meeting with CA and TL-J at Pilgrims regarding the proposed pedestrian gateway which Parish Councillors deem to be unsafe and it was hoped a further meeting could take place attended by a Highways Representative.

Churchyard Committee – The Clerk advised that John Sands comments that he will endeavour to meet the Parish Council financial requirements concerning the annual donation to Cradley PCC concerning maintenance of Cradley Churchyard.

Playing Fields – On a proposal by AS seconded by BG and carried, it was agreed that the Parish Council purchase a bin for Chapel Lane play area for the sum of £72.35. from West Mercia Supplies – bin to be emptied by Councillors during their routine inspection of the play area. The Clerk confirmed receipt of funds from Herefordshire Council for the purchase of the Pergola for Buryfields play area.

Editorial – Nothing to report, but see plan to reduce distribution to three a year.

HALC – The Clerk reported MA had advised next meeting taking place on 16<sup>th</sup> May 2012 so report should be available for June meeting.

CORRESPONDENCE received –

- Invitation to AGE UK “celebrating volunteers” at The Courtyard Hereford.
- Invitation to “Borders broadband” event at various venues including Tarrington..
- Letter – Worcestershire CC with update on waste core strategy.
- Letter, Herefordshire Council regarding Neighbourhood Planning training event.
- Remittance advice for Precept totalling £12K.

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- Remittance advice for development grant for £225. for Buryfields pergola.

LITERATURE – News release regarding the Queen’s visit to Hereford in July, Clerks & Councils Direct magazine, The Clerk magazine and CPRE Report “from field to fork” mapping the local food web.

ITEMS FOR NEWSLETTER – Appointment of Chairman and various other appointments, litter notices from school, no reported problems at Sandy Lane during recent heavy storms, pergola at Buryfields and bin at Chapel Lane, and acceptance of Accounts & Annual Return.

COUNCILLOR REPORTS – The Chairman reported three footpaths had received attention from Herefordshire Council at Shepherds Hey to Ferney Cottage, Rectory Lane to Buryfields and village hall to Lumbridge Hill Woods.

WH reported large tree fallen at Kingsbridge which might cause problem during heavy rain and the Chairman agreed to take the matter up.

There being no further business, the Chairman declared the meeting closed at 8.50pm.

NEXT FULL COUNCIL MEETING to take place on Tuesday 12<sup>th</sup> June 2012 in Cradley Village Hall at 7.30pm

C.Lowder

12<sup>th</sup> June 2012

Signed..... Dated.....

Chairman.