
To Members of Martley Parish Council

You are invited to the ANNUAL meeting of Martley Parish Council on Monday 13th MAY 2024 at 7.30pm

1. Election of PC Chairman and signing of Declaration of Office
2. Election of PC Vice Chairman
3. Apologies: To consider apologies and to approve reasons for absence.
4. Declarations of Interest
 - a) To declare any Disclosable Pecuniary Interests in items on the agenda.
 - b) To declare any Other Disclosable Interests in items on the agenda.
 - c) Requests for the Council to grant a Dispensation (S33 of the Localism Act 2011)

Democratic Period/Public Time

Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration. Members of the public may not take part in the main Parish Council meeting unless invited to do so by the Chairman.

5. Documentation Review:
 - a) To note and consider reviewing Standing Orders
 - b) To note and consider reviewing Financial Regulations
 - c) To note the Code of Conduct
 - d) To note the Complaints Procedure
 - e) To note the Grants Procedure
6. To consider and appoint members to the all the relevant areas of responsibility.
7. To approve the minutes of the meetings held on Monday 8th April 2024.
8. County and District Councillors Reports
 - County Councillor Scott Richardson-Brown
 - District Councillor Barbara Jones-Williams
9. Strategic Planning Matters – Chairman
 - a) Neighbourhood Development Plan Review updates
 - b) SWDPR update
 - c) Martley Planning Working Party updates
10. Local Planning Matters:
 - a) Applications to be considered and any ongoing planning matters to be discussed:
 - M/24/00422/FUL. Wolverton Berrow Green Martley Worcester WR6 6PP. Construction of Proposed Garage/Holiday Let with 3 vehicle parking and turning area.
 - M/24/00382/HP. Dingle Cottage Berrow Green Martley Worcester WR6 6PP. Ground floor side extension, two-storey rear extension, replacement raised pitched roof incorporating dormer windows to front, and rendered/clad finish to dwelling.
 - M/24/00340/HP. Silverdale Martley Worcester WR6 6QA. Extension to existing garage. T

- b) Applications approved: M/24/00348/CCO. Elmwood Laugherne Farm Martley Worcester WR6 6QB. Discharge of Condition 4 (materials to be used in the construction of the external surfaces of the log cabin)
 - M/24/00147/HP. Garden Cottage Laugherne Park Martley Worcester WR6 6RQ. Replacement conservatory to rear elevation.
 - M/24/00148/LB. Garden Cottage Laugherne Park Martley Worcester WR6 6RQ. Replacement conservatory to rear elevation.
 - M/23/01586/HP. 4 Mistletoe Orchard Martley Worcester WR6 6RW. Conversion of detached car port for use incidental to the enjoyment of the dwelling house (retrospective). The Parish Council recommended refusal because of drainage issues.
- c) Refusals M/23/01711/OUT. Land At (Os 7500 5952) Berrow Green Road Martley. Outline planning permission for up to 55 dwellings (with means of access to the site be considered at this stage and all other matters reserved). This was opposed by the Parish Council.
- d) APPEALS –
 - APP/J1860/W/23/33336998 Land as (Os 7558 5996 Martley. Erection of a one and a half storey detached dwelling, vehicular driveway, parking & turning area; including reprofiling of ground levels and erection of retaining walls. No outcome as yet.
 - APP/J1860/W/23/3335685 Land at (Os 7494 5876) Berrow Green Road, Martley. Development of live to work unit.
- e) Progress update on existing applications & developments.

11. Financial & Governance Matters

- a.) Confirm monthly bank reconciliation (April 2024)
- b.) Agree draft accounts for year ending 31 March 2024, including annual bank reconciliation and statement of accounts.
- c.) Agree and sign off Section One of the Annual return for year ending 31 March 2024
- d.) Agree and sign off Section Two of the Annual return for year ending 31 March 2024 AGAR 1
- e.) Agree commencement date for exercise of public rights (3rd June – 12th July)
- f.) Appoint Internal auditor
 - Payments

To note the payment of £80.00 to G Griffiths for caretaking, £90.38 to Scottish Power for Pavilion electricity March & £1173.47 Clerk Salary April.

To note payment £18.21 to BT by DD for Library Telephone/internet April.

To review and authorise the following payments:

a.) Mrs N Nicholson – Clerk OPE & Mileage April	£50.05
b.) MHDC quarterly litter bin hire BG (January)	£64.03
c.) Worcestershire CALC – annual membership	£992.20
d.) Mr R Wilks – Lengthsman services February	£306.00
e.) Hereford & Worcester F – Donation for CPR session	£50.00
f.) C Lewis – CPR refreshments	£4.98
g.) Water Plus – changing room water supply	£52.43
h.) ROSPA – Annual Safety inspections	£592.80
i.) Gallagher – annual insurance premium	£1622.04
j.) G Griffiths – changing room caretaking	£80.00

Remittance: WCC reimburse lengthsman March £551.40 & County Councillor grant £1000 for VAS.
MHDC – Community infrastructure Levy £25000.44
MHDC – Precept 1 £21500.00

- Consider external accounts package for 2024-2025 £75PA
- External funding application updates – Cllrs Watt
- S106 funding projects – Chairman / Cllr Watt

12. Martley Recreation Field – Cllr Wroe

- Capital Project Working Group update – Cllr Watt.
- Playground & Skate Park – ROSPA Actions & Regular checks

10. Martley Burial Ground matters – M. Alexander report.

- Gazebo works
- Litter signage

11. Village Improvement Plan – Cllr Hardwell

- Action Plan update
- Parish Lengthsman Scheme tasks
- Church Lane Footpath update, including Orchard funding.
- Litter Picking – community engagement

12. Highway Matters.

13. Parish Matters:

- a) Defib and CPR community training
- b) Websites review – Cllr Hardwell & Cllr Watt
- c) Paths or Nones

13. Correspondence

- MP Harriet Baldwin re Community Green Spaces funding
- Resident request lengthsman

15. Items for future agendas.

Nikki Nicholson

Nikki Nicholson
Clerk to Martley Parish Council

THE NEXT MEETING WILL BE HELD ON MONDAY 2nd JUNE 2024 AT 7:30PM