



**Minutes of Martley Parish Council meeting held  
Monday 13<sup>th</sup> May 2024 at the Memorial Hall at 7:30pm**

**Present:** Councillors P Weddell-Hall (Chairman), R. Bray, S.Watt, M Gardener Cllr G. Wroe (V-Chairman) Cllr M. Hardwell. Cllr C. Lewis & Cllr S Kite

**Also present:** District Cllr Barbara Jones-Williams, Six members of public & The Clerk

**Apologies:** M. Rushgrove,

**Democratic time:** A resident asked regarding the revised and updated plans appearing on the Sandyfield Reserved matters application, members advised to keep submitting reposes to each change. It was noted that the Clerk was not notified of these revisions unless they constituted a re-consultation. There was a query regarding the allocated car parking. Members advised there was dedicated parking for 40 spaces proposed.

G Griffiths advised that the tractor was currently non-operational as the injector was stuck and he was unable to cut the grass at present. Members advised that grass cutting was on the agenda as the Parish Council was considering employing an external grass cutting firm as the running costs of the tractor were escalating, and G Griffiths was mowing voluntarily in his own time. Members acknowledged and thanked G Griffiths for all that he has done over the many years.

G Griffiths asked regarding the levelling and repair of the mole damage and also referred to the goal post holes being unlocatable currently. Members reassurance G Griffiths that the levelling off would be addressed as soon as the grass was cut and the mole action had ceased. The Chairman thought that once grass was cut the goal posts connectors would be more easily located.

The owners of Dingle Cottage were in attendance to explain their renovation plans. They explained that although on paper their appeared to be a large increase 30% plus in the footprint they were trying to retain as much of the original cottage as possible, whilst creating enough space to create a family home, the original cottage was extremely small and very low beams and ceilings, all needs addressing to create a family home for them to live in, they are planning to make Martley their home.

Item	Minute Recorded	Action By
1.	<b>Election of Chairman &amp; Signing of Declaration of Office:</b> Cllr Gardner proposed Cllr Weddell-Hall, Cllr Watt seconded the proposal which was agreed by all. Cllr Weddell-Hall signed the declaration of office form, specified under Section 51 of the local Government Act 2000.	
2.	<b>Election of Vice-Chair:</b> Cllr Watt proposed Cllr Wroe, Cllr Hardwell seconded the proposal which was agreed by all.	
3.	<b>Apologies accepted from:</b> Cllr Rushgrove	

4.	<b>Declarations of interest:</b> Cllr Watt re Cricket Club	
5.	<b>Document Review:</b> A.) Standing Orders were noted as adopted in 2018/19 B.) Code of conduct was noted as adopted in 2022 C.) Financial regulations were required to be updated and aligned to the new NALC model. D.) Complaints procedure was noted E.) Grants procedure was noted	Standing Orders & Financial Regulations, there are new model versions need member volunteers to look at this with Clerk.
6.	<b>Appoint representatives to areas of responsibility:</b> Finance & Governance: Cllr Wroe, Cllr Gardner & Chairman Planning: Cllr Hardwell & Cllr Kite Recreation Feid: Cllr Watt & Cllr Gardner Capital Projects: Cllr Watt, Cllr Hardwell & Chairman Burial Ground: Cllr Bray Village improvement Plan: Cllr Hardwell, Cllr Lewis, Cllr Watt, Cllr Gardner & Cllr Rushgrove. Highways Matters: Cllr Weddell-Hall Charities: Cllr Gardner & Cllr Rushgrove Speed Watch – Cllr Lewis Play Areas: Cllr Kite & Cllr Lewis Old Grammar School reps: Cllr Gardner & Cllr Rushgrove CALC – Chairman & Clerk	
7.	<b>Approval of minutes 8<sup>th</sup> April 2024:</b> The minutes were proposed by Cllr Hardwell seconded by Cllr Gardner and approved by all and signed by the chairman as a true record.	
4.	<b>District Councillor Report:</b>  District Councillor B Jones-Williams advised that J Campion had been re-elected as Police and Crime Commissioner. MP Harriet Balwin was being made a Dame.  District Councillor B Jones-Williams advised that she had attended a neighbours meeting regarding the reserved matters application for the Sandyfields site. The developers have agreed to widen the green corridor and the neighbours were now happy with the new proposal. MHDC now await revised drawings and plans. It may not be a full resubmission so the clerk may not be notified but those members that had commented as individuals would be advised directly.  <b>County Councillor Report: N/A</b>	
5.	<b>Strategic Planning Matters:</b> Neighbourhood Plan – The Chairman invited Stuart Cumella to address the Council: The Martley Planning Team had produced a final draft of the revised Neighbourhood Plan, he was just awaiting some pictures/diagrams. A draft would then be sent to the Parish Council to review and approve	MPC Planning team.

	<p>(or not) in the June meeting. Following that the next stage is a regulation 14 consultation, 6 weeks consultation with Public, local agencies and local employers. S Cumella advised how these consultations had been successfully run for the original Neighbourhood Plan. Following the consultation the Plan together with a modification statement would be sent for MHDC to consider.</p> <p>SWDPR – It was noted there was on-going delays.</p> <p>Martley Planning Team update: Minutes circulated to members. Local details under item 7.</p>	
<p>7.</p>	<p><b>Planning Matters:</b></p> <p>a.) Applications considered:</p> <p>M/24/00422/FUL. Wolverton Berrow Green Martley Worcester WR6 6PP. Construction of Proposed Garage/Holiday Let with 3 vehicle parking and turning area. Further information was required bore comments could be agreed.</p> <p>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. Members discussed the increased footprint and noted the cottage wasn't overlooked and there were no neighbour objections. The plans to retain much of the original and in principle agreed to support.</p> <p>M/24/00340/HP. Silverdale Martley Worcester WR6 6QA. Extension to existing garage. Recommend approval.</p> <p>M/24/00522/AGR The Tegs, Pudford Lane, Martley. Notification of replacement agricultural building for fodder &amp; Machinery. Recommend approval.</p> <p>b.) Applications approved:</p> <p>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)</p> <p>M/24/00147/HP. Garden Cottage Laugherne Park Martley Worcester WR6 6RQ. Replacement conservatory to rear elevation.</p> <p>M/24/00148/LB. Garden Cottage Laugherne Park Martley Worcester WR6 6RQ. Replacement conservatory to rear elevation.</p> <p>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.</p> <p>c.) Refusals:</p>	<p>Clerk to submit all agreed to MHDC.</p>

	<p>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.</p> <p>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 &amp; turning area; including reprofiling of ground levels and erection of retaining walls. No outcome as yet.</p> <p>APP/J1860/W/23/3335685 Land at (Os 7494 5876) Berrow Green Road, Martley. Development of live to work unit.</p> <p>e.) Progress update on existing applications &amp; developments:  No further updates this month.</p>	
<p>8.</p>	<p><b>Financial &amp; Governance Matters:</b></p> <p>a.) Monthly Bank reconciliation was confirmed by Cllr Wroe and Cllr Gardner.</p> <p>b.) Following a review of the draft accounts it was agreed by all that the draft accounts should be signed by the Chairman &amp; The Clerk and adopted as the Councils annual accounts for year ending 31 March 2024.</p> <p>c.) Following a review of Section 1 of the Councils annual return for year ending 31 March 2024 it was agreed by all for the Chairman &amp; The Clerk to sign section 1 The annual Governance Statement.</p> <p>d.) Following a review of Section 2 it was agreed by all to authorise the Chairman &amp; The Clerk to sign section 2 The Accounting Statement for year ending 31 March 2024.</p> <p>e.) It was agreed by members that 3rd June 2024 would be the commencement date for the exercise of Public Rights.</p> <p>f.) It was agreed to retain Tony Dipple as the authorities internal auditor.</p> <p>Payments of £80.00 to G Griffiths for changing room caretaking, £90.38 to Scottish Power for Changing Room electricity March and £1173.47 Clerk salary April were noted.</p> <p>Payment of £18.21 to BT by DD for library telephone/internet April was noted.</p> <p>It was proposed by Cllr Gardener and seconded by Cllr Wroe to authorise the following payments:</p> <p>a. Mrs N Nicholson – Clerk OPE &amp; Mileage April £50.05  b. MHDC quarterly litter bin hire January BG £64.03  c. Worcestershire CALC – annual membership £992.20  d. Hereford &amp; Worcester F – Donation for CPR session £50.00  e. C Lewis – CPR refreshments £4.98  f. Water Plus – changing room water supply £52.43  g. ROSPA – Annual Safety inspections £592.80  h. Gallagher – annual insurance premium £1622.04  i. G Griffiths – changing room caretaking £80.00</p>	<p>Clerk to raise all invoiced payments for authorisation.</p>

	<p>j. Martley Memorial Hall- Library electricity £1261.54  k. Martley Memorial Hall – Annual meeting room hire £258.00  l. G Griffiths – Cleaning materials for caretaker £73.48  m. M Hardwell – reimburse for Paths or Nones, Walkers membership £50.00</p> <p>Remittance: WCC reimburse lengthsman March £551.40 &amp; County Councillor grant £1000 for VAS.  MHDC – Community infrastructure Levy £25000.44. It was discussed using the CIL money towards the Church Lane footpath works.  MHDC – Precept 1 £21500.00</p> <ul style="list-style-type: none"> <li>• Consider external accounts package for 2024-2025 £75PA.</li> </ul> <p>Members all agreed to try the accounts package that could assist with accounts completion.</p> <ul style="list-style-type: none"> <li>• External funding application updates –</li> </ul> <p>Cllr Watt advised approved for £10K Kings Orchard funding for Church Lane footpath.</p> <ul style="list-style-type: none"> <li>• S106 funding projects – Chairman / Cllr Watt</li> </ul> <p>No further update this month.</p>	
9.	<p><b>Martley Recreation Field:</b>  The Pavilion Project update, Cllr Watt reported, project still on track to achieve the original timescales.</p> <ul style="list-style-type: none"> <li>• Pavilion completed reading for opening on 26<sup>th</sup> July.</li> </ul> <p>Grass cutting – Cllr Watt summarised the current situation with a broken down tractor and escalating costs associated with running the tractor. Cllr Watt summarised the 3 external contractor quotes to cut the grass previously cut by the tractor, the quotes included football pitch lines. R Wilks provided the most competitive quote and it made sense to contract R Wilks as yes was already cutting around the Play Park in areas the tractor couldn't reach.  It was agreed to contract for 12 mows per year with additions on request as required and line marking on request if/when football was due to be played.</p> <p>Playground &amp; Skate Park – ROSPA Actions and regular checks  Cllr Kite summarised the ROSPA reports and recommendations, there was no urgent actions but 17 items that were medium risk and needed addressing. Quotes would be requested and a work schedule undertaken. The old signage needed replace and re-site, train required repair, swing required new chains.  Cllr Watt would contact skate park manufacturers about the cracks and subsidence.</p>	<p>Clerk/M Hardwell</p> <p>Cllr Kite</p> <p>Cllr Watt</p>
10.	<p><b>Martley Burial Ground:</b>  The clerk advised had a competitive quote from R Wilkes to repair the Gazebo, members accepted the quote and asked the clerk to order the works.</p>	<p>Clerk</p>

	The litter signage had been ordered.	
11	<p><b>Village Improvement Plan:</b> Action Plan update: The plan was reviewed. Cllr Hardwell advised WCC continue to cut back the wild flower are and asked the clerk to get prices for some signage.</p> <p>Lengthsman Scheme Tasks- Cllr Hardwell was working with the clerk and lengthsman to ensure lengthsman tasks addressed.</p> <p>Church Lane Footpath – Cllr Bray advised that works would start as soon as weather appropriate and stage billing would require payments, he was clear the contractor cost would not be matched. Members thought to use CIL money for these works.</p> <p>Litter Picking – Community engagement Cllr Watt gave an over view of the current situation. X2 Community litter picks happening per year, litter being collected by the same volunteers with little or no ‘community engagement’ Cllr Watt proposed the Council offered a £250 grant to any group that wanted to organise and complete the litter picking, it would be cheaper than a contractor being employed and would help to support local clubs and encourage wider community engagement. Members agreed and Cllr Lewis would ask the School PTA.</p>	<p>Clerk</p> <p>Cllr Lewis</p>
12.	<p><b>Highways Matters:</b> No updates this month.</p>	
13.	<p><b>Parish Matters:</b></p> <ul style="list-style-type: none"> <li>a.) Defib and CPR Community Training: The session was well attended 10+ residents attended and the trainer was said to be very engaging. Members thanked Cllr Lewis for refreshments and being point of contact for the session.</li> <li>b.) Website review –review meeting set for June</li> <li>c.) Paths or Nones – Cllr Hardwell advised that he had renewed the Paths and Nones membership of Walkers Welcome and asked if the Parish Council would fund as they had in past. Members agreed.</li> </ul>	Cllr Hardwell & clerk
14.	<p><b>Correspondence:</b> MP Harriet Baldwin re Community Green spaces funding Resident request for lengthsman at Prickly Green – being addressed.</p>	
15.	<p><b>Items for future Agendas:</b> PC Tractor and thanks to G Griffiths Peace Bench Noted that LionCourt have cordoned off some Play equipment to develop new footway. Jubilee Platinum Walk &amp; Signage – raised at APM Chantry School Geology Garden - - raised at APM</p>	
	<b>There being no further business the meeting closed at 22.06</b>	

Chairman Signature:

Date: