

## **MARSTOW PARISH COUNCIL**

### **Minutes of the meeting held on 23 May 2023 at St Matthews church Marstow**

**PRESENT** A Williams (Chairman) N Roper R Mutlow M Wigmore

**ATTENDING** K Shilton (Clerk) Ward Councillor E Swinglehurst and 2 residents

**APOLOGIES** T Watson

**DECLARATIONS OF INTEREST** None submitted

#### **1. ANNUAL PARISH MEETING**

The residents attending described the progress being made towards the installation of defibrillators in the parish particularly at Glewstone. Two possible locations have been offered and contact / advice gained from the local defibrillator charity.

The parish council agreed that once these were installed they would be pleased to handle them under the pc umbrella and pay the required maintenance charges / costs.

E Swinglehurst kindly offered to supply some local business contacts that may consider a contribution.

#### **2. ANNUAL MEETING OF THE PARISH COUNCIL**

Administration matters. Members completed their Declaration of Office papers and return of election costs forms (all zero costs reported) which is a statute requirement following the election process. Two members made new Register of Interests the other members maintaining their already submitted papers which is allowed by the monitoring officer / elections office.

Appointment of Chairman – proposed by R Mutlow seconded by N Roper and agreed by all members present that A Williams be appointed Chairman.

Appointment of Vice Chairman – proposed by N Roper seconded by M Wigmore and agreed by all members present that R Mutlow be appointed Vice Chairman.

Appointment of officers / working groups. M Wigmore and T Watson technical coordinators on parish related matters.

Herefordshire Council Code of Conduct for Council members. The meeting resolved to adopt the same code.

Finance year end accounts and associated papers. These had been circulated to all members with the agenda. The meeting resolved approval.

Dates of next pc meetings.

25 July 26 September 14 November 28 February

#### **3. ORDINARY PARISH COUNCIL MEETING**

3.1 Open discussion for the public – not required.

3.2 Minutes of the last meeting held on 18 May 2023.

These were agreed and confirmed and signed by the Chairman.

3.3 Review of action points – Balfour Beatty and Highways England to be contacted regarding help with the litter situation at the layby Pencraig (without litter bin).

3.4 Planning matters and applications – no items submitted for comment.

3.5 Finance matters not addressed section 2 – no new matters.

3.6 Correspondence received / distributed – no further comments.

3.7 Reports from Council members – Pencraig – a 50mph sign has been damaged by a motorist and needs replacing. The pavement from Pheasant Rise to Castle Lodge is overgrown causing difficulties to walkers.

The Clerk will report these matters to the respective agency.

3.8 Items for the next agenda – no new items reported.

**NEXT MEETING 25 JULY 2023 AT 7.30PM AT ST MATTHEWS CHURCH MARSTOW  
UNLESS THERE ARE URGENT MATTERS TO ATTEND AND A FURTHER MEETING  
WILL BE CALLED**