

MARSTOW PARISH COUNCIL

Minutes of the meeting held on 20 May 2025 at St Matthews church Marstow

PRESENT A Williams (Chairman) R Mutlow M Wigmore M McLelland

ATTENDING K Shilton (Clerk)

APPOLOGIES N Roper

DECLARATIONS OF INTEREST None reported

1 ANNUAL PARISH MEETING

The annual report from the Chairman had been circulated to all pc members before the meeting and is available on the pc website.

The regular monthly report from our Ward Councillor had been circulated to all pc members and is also available on the pc website.

No residents attended this meeting.

2 ANNUAL MEETING OF THE PARISH COUNCIL

Appointment of Chairman – it was proposed by M Wigmore seconded by R Mutlow and agreed by all members that A Williams continue as Chairman.

A Williams signed the Declaration of Acceptance of Office of Chairman.

Appointment of Vice Chairman – it was proposed by M Wigmore seconded by M McLelland that R Mutlow continue as Vice Chairman.

Appointment of officers and working groups – it was agreed that the parish maintenance site meetings had worked well and should continue as a working group of A Williams M Wigmore and R Mutlow.

No other officers / working groups were appointed.

Clerk reminder to all pc members – this is a good opportunity to read / refresh as required their Register of Interests which is available to the public.

Lengthsman maintenance contract and grant application with Herefordshire Council for 2025 2026 – the clerk reviewed the present status of application / documents were signed by Chairman and Clerk and will be submitted to the Council scheme for confirmation and appropriate reference points for grant claims.

Finance year end 2024 / 2025 – finance report and explanations had been circulated to all pc members before the meeting. These were agreed and the Chairman and Clerk / finance officer signed the relevant documents for submission to the central auditors.

Dates of future meetings – proposed 2025 1 July 23 September 25 November

2026 20 January 23 March. These dates may vary due to business matters requiring attention.

3 ORDINARY PARISH COUNCIL MEETING

Opportunity for the public to address the council – not required.

Minutes of the last meeting held on 25 March 2025 – these were agreed and confirmed and signed by the Chairman.

Planning applications – no new applications had been submitted.

Finance matters – annual insurance payment required £409.82

Council members verbal reports – M Wigmore had prepared a summary of lengthsman maintenance works based on the follow up to main works carried out by Balfour Beatty.

This was reviewed by the meeting with time scale frequency given to each works segment.

The Clerk will circulate this to all pc members as a basis for lengthsman work quotations and their approval of the Clerks notes !

With this approval the Clerk was requested to submit to possible interested county lengthsman for quotations to the specified works.

Such works would be specified for September 2025 following the agreed works by Balfour Beatty.

Locality Steward – regretfully another change of steward has been announced – the meeting agreed that a site meeting should take place as soon as possible to review the works to be done and time scale possible.

Other matters

Pencraig A40 – the 50mph signs are very dirty and almost no longer visible.

Pencraig A40 – the large speed warning sign direction Ross on Wye requires repairs.

Boat Lane – possible flood warning signs and depth indicator if possible.

Boat Lane related drain under the A40 – Highways responsibility – follow up with Highways the correspondence from the BB locality steward requesting clearance works.

Fly tipping A40 near Boat Lane – report to Herefordshire Council

The meeting started at 7.30pm and ended at 8.50pm

Signed

Chairman

Date

NEXT MEETING

EXPECTED - TO BE CONFIRMED - TO BE HELD 1 JULY 2025 AT 7.30PM AT ST MATTHEWS CHURCH MARSTOW