

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Monday 16th October 2017

TO: ALL MEMBERS OF WEOBLEY PARISH COUNCIL: Councillors L Anderson (Chair), M Ware (Vice Chair), C Breen, B Havard, P Lloyd, V Mackie, H Quinlan, C Saunders, J Simons and M West.

NOTICE OF MEETING

You are hereby summoned to attend the Annual Parish Council Meeting of Weobley Parish Council which will be held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 24th October 2017 commencing at 7:30pm at which your attendance is required.

Paul Russell

Paul Russell
CLERK TO THE COUNCIL

FIRE DRILL: Prior to the commencement of the meeting the annual fire drill will be held.

PUBLIC OPEN SESSION

Members of the public are invited to address the Council on any matters relating to the work of the Council or to raise any issues of concern. (Public Bodies (admission to meetings) Act 1960).

AGENDA

- 1. APOLOGIES FOR ABSENCE**
To receive apologies for absence
- 2. DECLARATION OF INTEREST**
Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.
- 3. MINUTES**
The Minutes of the Council Meeting held on 26th September 2017 need to be agreed and signed as a correct record.
- 4. MATTERS ARISING**
Please see update sheet attached to the agenda.
- 5. POLICE REPORT**
To receive the Police report, if available.
- 6. WARD COUNCILLOR REPORT**
A report will be received from Ward Cllr Cooper, if available.
- 7. FINANCES & POLICY**
 - (a) Accounts Outstanding and Financial Statement** – To approve the payment of accounts relating to October 2017. A full list will be presented at the meeting.
 - (b) Budget 2018/19** – An initial draft budget will be presented. The precept request is required by Herefordshire Council by 31st December 2017.

- (c) **Cloud Option** – To reconsider the quotation received from the parish sector IT providers to provide cloud hosting for the Parish Council’s documentation. Please see attached quotation.
- (d) **Weobley Library** – To discuss responsibilities for the maintenance contracts now that the library has been transferred to the Parish Council.
- (e) **Bonfire & Fireworks** – To receive an update and review the revised Risk Assessment.
- (f) **New Bin, Parish Church** – To receive an update following on from this request.
- (g) **Date Protection Update** – To receive a further update regarding the new Regulations.

8. PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council since the previous meeting. Please see agenda update.
- (b) **Gadbridge Road** – To receive an update on this development if available.
- (c) **Neighbourhood Plan Update** – To receive an update if available.

9. WEBSITE WORKING GROUP

Information to populate the new Parish Council website has now been forwarded.

10. PARISH MATTERS

- (a) **Defibrillator** – To receive an update.
- (b) **CCTV** – To receive an update.
- (c) **Play Area/Skate Park** – To receive an update on the play area inspection and plans to consult local youngsters on the proposed skate park.
- (d) **Rose Garden** – New volunteers to maintain this area are required.

11. HIGHWAY MATTERS

- (a) **Community Speedwatch** – To receive an update;
- (b) **Speeding & Traffic Working Group** – To consider setting up this Working Group.
- (c) **Footpath update** – Cllr Ware to report.

12. CORRESPONDENCE

To receive the following correspondence:

- Community First E-Bulletin – October 2017;
- Rural Hub Newsletter – October 2017;
- HALC Information Corner – October 2017;
- Public Rights of Way Consultation (consultation up to 10/11/17);
- Trial Tale – Free self guided walking app.

13. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday 28th November 2017 at 7.30pm in the Hopelands Village Hall, Weobley HR4 8SN.

WEOBLEY PARISH COUNCIL

Minutes of the Weobley Parish Council Meeting held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 26th September 2017 commencing at 7:30pm.

MEMBERS PRESENT: Councillors M Ware (Chair), B Havard, P Lloyd, V Mackie, H Quinlan, C Saunders, J Simons and M West.

PUBLIC OPEN SESSION

There were no members of the public present. It was noted that the Post Office would be continuing but with reduced hours.

47/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from the Cllrs L Anderson and C Breen.

48/17 DECLARATION OF INTEREST

There were no Declaration of Interest made.

49/17 MINUTES

Council **RESOLVED** that the minutes of the Council Meeting held on 25th July 2017 be agreed and signed as a correct record.

50/17 MATTERS ARISING

The update report presented was noted. The following items were considered:

- It was agreed to contact Welsh Water again regarding the Pump House and reiterate Council's previous comments. The area could be used as additional car parking spaces if the Pump House was demolished;
- An update regarding the survey of the Glebeland wall was still awaited;
- A survey was being carried out on the future of the cobbles. The area had also been earmarked for improvements by the Locality Steward;
- It was agreed to request an update regarding the completion of the lamppost.

(a) Ploughing Match – Council noted that the ploughing match held at Bidney this year could be the last one for the foreseeable future. Following discussion it was agreed to write a letter of support to the organisers with the suggestion that greater promotion be undertaken of the event to attract a wider audience.

(b) New Bin, Parish Church – Council noted the request from the PCC to install a new dog bin at the Parish Church. It was further noted that a cost to provide and empty a litter bin that was suitable for dog waste had been requested from Balfour Beatty. It was agreed to place the matter on the next agenda for further discussion.

(c) Bonfire & Fireworks – Council noted the report provided and agreed:

- That the entrance fee would remain at £5 for adults and £2 for children;
- That 200 torches be ordered and that a charge of £1 per torch be made on the evening;
- That promotional material be produced ensuring that the cost of £1 be included;
- That the police be contacted to confirm attendance;
- That the risk assessment be reviewed and submitted to the next Parish Council meeting;
- That sponsorship for the event be investigated.

51/17 POLICE REPORT

The Police were not in attendance. It was agreed to request an update on the following matters:

- The on-going vandalism and arson investigations.
- The anonymous correspondence recently sent to a resident.

52/17 WARD COUNCILLOR REPORT

Cllr Cooper had submitted his apologies. The following update was noted:

- The Travellers on Weobley Common had now moved on following the eviction order obtained by Herefordshire Council.

53/17 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council **RESOLVED** to approve the payment of accounts for August and September 2017 amounting to £2,525.81 inclusive of VAT, as listed below:

PAYEE	SERVICE	CHEQUE	NET	VAT	TOTAL
P Russell	Salary/expenses	1373	£593.50	£4.16	£597.66
HMRC Cumbernauld	PAYE/NI P Russell	1373	£126.40	£0.00	£126.40
Magpie	Postal Subscription	1374	£12.00	£0.00	£12.00
Grant Thornton UK LLP	Annual Audit 2017	1375	£100.00	£20.00	£120.00
Chris Breen	Miscellaneous	1376	£73.01	£14.59	£87.60
M Kenny	ALDI (Toilet sundries)	1377	£8.29	£1.66	£9.95
Richard Mills	Lengthsman/P3	1378	£285.50	£57.10	£342.60
Mrs F White	Play Area Inspection	1379	£58.60	£0.00	£58.60
Stop That Thief (Knighton Rural)	CCTV	1380	£1,114.00	£0.00	£1,114.00
Portland Garage	Puncture	1381	£12.50	£2.50	£15.00
OCS Group UK Ltd	Duty of Care costs	1382	£35.00	£7.00	£42.00
			£2,418.80	£107.01	£2,525.81

- (b) **Precept Request** – Council noted that confirmation had been received from Herefordshire Council that the precept request from the Parish Council is expected by 31st December 2017. It was agreed to arrange a Working Group meeting ahead of the formal budget presentation to Full Council at its meeting on 27th November 2017.
- (c) **Audit for Year Ending 31st March 2017** – Council noted that the accounts for 2016/17 had been certified.
- (d) **Cloud Option** – Council considered the proposal to host Parish Council documentation on the Cloud, which would be provided by Microshade VSM, a sector specific provider. Following discussion it was agreed to defer this item until the next meeting in October.
- (e) **Data Protection** – Council noted that the new Data Protection Regulations were going through Parliament at present and would become law on 25th May 2018. The new regulations required additional compliance from public authorities and may require some additional budget allocation to meet potential expenses. A further update would be provided at the October meeting.
- (f) **Age UK Hereford Request** – Council noted the grant request received from this organisation and, following discussion, agreed to defer consideration of the request until the Full Council meeting in March 2018, when all grant requests would be considered.

54/17 PLANNING MATTERS

- (a) **Planning** – It was agreed to send the following responses to Herefordshire Council:

APPLICATION: P172865
SITE : Field opposite Marsh House Farm, Weobley.
DESCRIPTION: Proposed erection of a barn and hay store
COMMENT: No objection subject to the entrance area being large enough to accommodate at least two vehicles.

APPLICATION: P173037
SITE : 5 Bell Square, Weobley HR4 8SE
DESCRIPTION: Works to trees on a conservation area.
COMMENT: No objection

APPLICATION: P173268
SITE : The Gables, Broad Street, Weobley HR4 8SA
DESCRIPTION: Works to trees on a conservation area.
COMMENT: No objection

- (b) **Gadbridge Road** – Council noted that no formal approval on the Reserved Matters had been made but the target determination date was 1st October 2017. There were still some issues relating to the drainage. A full update had been included in the Autumn Newsletter. M F Freeman had obtained permission to park its mobile sales office in the Village Hall car park. It was agreed not to resubmit the S106 requests as it was likely that the S106 agreement had now been finalised.
- (c) **Neighbourhood Plan Update** – Council noted that the Steering Group was working on the first draft policy document. Prior approval would be sought from the Parish Council before it being submitted to Herefordshire Council for the Regulation 14 consultation.

55/17 WEBSITE WORKING GROUP

Council noted that work had been completed on the village website. The Parish Council website was still being finalised and it was hoped that this would be completed by the end of October 2017.

56/17 PARISH MATTERS

- (a) **Defibrillator** – Council noted that the Village Hall had given its permission to relocate the existing defibrillator and secure box from its existing site to the Hall. With regard to the new equipment the Chair had contacted West Midland Ambulance Service (WMAS), as per British Heart Foundation (BHF) advice, for their recommendation of defibrillator models. A response was awaited. There may also be funding available from the BHF. WMAS have also been asked for their comments on conflicting advice on BHF and other websites as to whether the box should be locked or unlocked.
- (b) **CCTV** – Council noted that advice was being sought on a second suitable location for a CCTV camera in the village.
- (c) **Newsletter** – The Autumn edition had been agreed and submitted to the printers. Cllr Lloyd agreed to collect it from the printers and distribute accordingly.
- (d) **Play Area/Skate Park** – Council noted the update circulated by Cllr Breen regarding the proposed consultation on the proposed skate park. A visit had been organised to the Hereford Skate Park and the consultation survey included in the Newsletter. It was further noted that the Play Area Inspection had been carried out and issues highlighted addressed.

57/17 HIGHWAY MATTERS

To following updates were noted:

- Community Speedwatch – All eleven volunteers had now received training and Speedwatch sessions were being co-ordinated. (At present these were being carried out in Hereford Road but it was hoped that it would extend to other areas. “Slow Down” wheelie bin stickers had been offered to residents via the Newsletter
- Highway Repairs/Potholes – Council noted the update provided. With regard to the safety issues at the schools the Headteacher was in consultation with Herefordshire Council but had nothing to report as yet. During the recent walkabout with the Locality Steward, it was suggested that the extension of a section of yellow lines near to the road junction opposite the High School entrance might prevent vehicles from blocking the road at a pinch point.
- The broken bollard at the Red Lion had been replaced;

- The Lengthsman had cut the overgrown hedges at the Abattoir and former Bowling Green.
- Footpath update – Cllr Ware updated Council on works undertaken to date. A response to the Public Rights of Way Consultation had not yet been submitted

58/17 CORRESPONDENCE

Council noted the following correspondence:

- Community First E-Bulletin – August & September 2017;
- Rural Hub Newsletter – August and September 2017;
- HALC Information Corner – August 2017;
- Pembridge NDP (consultation up to 25/09/17). Members would respond individually
- Minerals & Waste Local Plan (consultation up to 06/10/17);
- Public Rights of Way Consultation (consultation up to 10/11/17);
- Community Health & GP Practice Services consultation information;
- Invitation to attend the “Tackling Loneliness” Conference on 14th October 2017;
- Councillors Seminar, Herefordshire Council, Shirehall on 28th September 2017 @6.30pm;
- Boundary Commission (consultation up to 17/10/17).

59/17 DATE OF NEXT MEETING

Council noted that the next meeting of the Council would be held on Tuesday 24th October 2017 at 7.30pm in the Hopelands Village Hall, Weobley HR4 8SN. The following items would be included on the agenda:

- Annual Fire Drill
- Rose Garden – New volunteers to maintain this area were needed.
- Weobley Library – To discuss the responsibilities for maintenance and contracts
- Speeding and Traffic – To consider the formation of a Speeding and Traffic Working Group?

There being no other business the Chair thanked Members for their attendance and closed the meeting at 9.40pm.

CHAIR:

DATE: