

**WEOBLEY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

Tuesday 16<sup>th</sup> January 2018

**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 23<sup>rd</sup> January 2018 commencing at 7:30pm at which your attendance is required.

*Paul Russell*

Paul Russell  
CLERK TO THE COUNCIL

**PRIOR TO THE COMMENCEMENT OF THE MEETING THERE WILL BE A PRESENTATION TO COUNCILLORS FROM KODIAKLAND. THIS WILL COMMENCE AT APPROXIMATELY 7:15pm.**

**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 28<sup>th</sup> November 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 January 2018. A full list will be presented at the meeting.

(b) **Weobley Library** – To approve the appointment of contractors to maintain the fire extinguishers, fire alarm and intruder alarm.

(c) **The Village Hall** – To consider supporting the village hall to enable it to purchase additional equipment.

## 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. PARISH MATTERS

(a) **Defibrillator** – A new battery and set of pads have now been received.

(b) **Post Office** – To discuss this matter following the recent meeting.

(c) **CCTV** – To receive an update.

(d) **Play Area/Skate Park** – To receive an update on the play area and plans for a new skate park.

## 10. HIGHWAY MATTERS

(a) **Community Speedwatch** – To receive an update;

(b) **Highways Open Meeting** – To consider rescheduling this open meeting.

(c) **Footpath update** – Cllr Ware to report.

(d) **Street Lighting Request** – To note that additional street lighting has been requested for the centre of the village following a request received from a local resident. The Parish Council would be required to fund this project.

(e) **Village Signage/LEADER Funding** – To receive an update following the recent meeting.

(f) **Commissioning Model** – To note that this model is being developed.

(g) **Lengthsman/P3** – To consider submitting an Expression of Interest form to continue to be part of this scheme. There is no additional funding for the Lengthsman Scheme but £15 per Km from Herefordshire Council for the P3 footpath scheme.

## 11. CORRESPONDENCE

To receive the following correspondence:

- Community First E-Bulletin – December 2017;
- Rural Hub Newsletter – December 2017 & January 2018;
- Licensing representation guidance;
- HARC Winter – Spring 2018 Newsletter;
- Pothole Fund and Road Closure information;
- Western Power Workshops;
- “A Brave Face” production at Hereford College of Arts – 26<sup>th</sup> March 2018;

- PAWG Minutes;
- Brain Tumor Research email;
- Community Champions.

**12. DATE OF NEXT MEETING**

The next meeting of the Council will be held on Tuesday 27<sup>th</sup> February 2018 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 28<sup>th</sup> November 2017 commencing at 7:30pm.

**MEMBERS PRESENT:** Councillors L Anderson (Chair), M Ware (Vice-Chair), C Breen, P Lloyd, V Mackie, H Quinlan, C Saunders, J Simons and M West.

**ALSO PRESENT:** Ward Cllr Cooper.

**73/17 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr B Havard.

**74/17 DECLARATION OF INTEREST**

The following Declaration of Interest was made:

- Cllr Ware (personal): Financial Payments.

**75/17 MINUTES**

Council **RESOLVED** that the minutes of the Council Meeting held on 24<sup>th</sup> October 2017 be agreed and signed as a correct record.

**76/17 MATTERS ARISING**

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

- The possibility of including an online booking calendar for the Village Hall on the Parish Council's new website would be investigated;
- A further update regarding the Victorian Lamppost refurbishment would be obtained;
- Mr Ian Connolly would be invited to the proposed public meeting scheduled for January 2018;
- Balfour Beatty would be informed that the Give Way sign at the entrance to Burton Wood from Hereford Road next to Castle Mead had been damaged and needed repairing.

**77/17 POLICE REPORT**

PCSO Allford presented apologies as the Neighbourhood Team had been called out to attend an incident.

**78/17 WARD COUNCILLOR REPORT**

Cllr Cooper provided a full report which is included in Appendix A of the minutes. Council noted that the Amey dispute referred to a further claim and that the road maintenance works would continue until 31<sup>st</sup> March 2018.

**79/17 FINANCES & POLICY**

- (a) **Accounts Outstanding and Financial Statement** – Council **RESOLVED** to approve the payment of accounts for November 2017 amounting to £5,451.34 inclusive of VAT, as listed below:

DATE	PAYEE	SERVICE	CHQ	TOTAL
24/10/2017	R Baugh	Maintenance toilet	1389	£134.14
28/11/2017	R Baugh	Maintenance library	1390	£100.00
28/11/2017	P Russell	Salary Nov 17	1391	£252.99
28/11/2017	HMRC Cumbernauld	TAX/NHI	1391	£63.20

28/11/2017	P Russell	Clerk's Expenses Oct	1391	£38.20
28/11/2017	Mary Kenny	Toilet Rolls	1392	£9.95
28/11/2017	Data Orchard	NDP Expenses	1393	£1,543.20
28/11/2017	Richard Mills	Lengthsman Duties	1394	£1,323.00
28/11/2017	B J Griffiths	Mower Repair	1395	£52.30
28/11/2017	B J Griffiths	Strimmer repair	1395	£10.00
28/11/2017	C Breen	Bin liners	1396	£33.48
28/11/2017	C Breen	Mower Blades	1396	£27.49
28/11/2017	C Breen	Kevlar belt	1396	£50.86
28/11/2017	Welsh Water	Public Conveniences	1397	£182.53
28/11/2017	Church	Grant	1398	£550.00
28/11/2017	Hopelands Village Hall	Room Rental	1399	£36.00
28/11/2017	Hopelands Village Hall	Room Rental speedwatch	1399	£24.00
28/11/2017	Hopelands Village Hall	Electricity Grant	1399	£500.00
28/11/2017	Hopelands Village Hall	Car Park Rental	1399	£520.00
				<b>£5,451.34</b>

- (b) **Budget 2018/19** – Following discussion Weobley Parish Council **RESOLVED**:
- That a precept of £22,118 be requested from Herefordshire Council for the 2018/19 financial year;
  - That the 2018/19 Parish Council budget, as amended, be formally adopted.
- (c) **Churchyard & Clock** – Following consideration, Council **RESOLVED** to approve the payment of £550 to the Church towards the maintenance of the churchyard and clock.
- (d) **Village Hall** – Following consideration, Council **RESOLVED** to approve the payment of £520 to the Village Hall for the hire of the car park and to contribute £500 towards the cost of annual electricity, gas and oil checks.
- (e) **Weobley Library** – Following consideration Council **RESOLVED** to appoint the current Village Hall contractors to maintain the fire extinguishers, fire alarm and intruder alarm at Weobley Library.
- (f) **Survey Results** – The results of the recent surveys were presented to Council for noting. Thanks were extended to Cllr Anderson for collating the results.
- (g) **Bonfire & Fireworks** – Council noted that the 2017 event had been very successful. Thanks were extended to all those who had helped organise and deliver the event. The 2018 event had been booked and would take place on 2<sup>nd</sup> November 2018. The booking form would be submitted to the Fireworks company and the village hall would be booked.
- Thanks were also extended to the display team, Border Oak for sponsoring the torches and MF Freeman for allowing the use of their land for car parking.
- Parking provision for 2018 would need to be addressed as the MF Freeman land would be under development. It was agreed to investigate various options including Castle Green. Cllr Ware would investigate this. It was noted that the cost of fireworks would increase by 5% in 2018.
- It was **RESOLVED** to purchase a barbeque for the 2018 event and for use by the community.
- (h) **Internal Audit** – Following discussion it was **RESOLVED** to appoint Marion Scott as internal auditor for 2018/19.

**80/17 PLANNING MATTERS**

- (a) **Planning** – No planning applications had been received from Herefordshire Council for consideration.
- (b) **Gadbridge Road** – Council was informed that the planning application P163963 had undergone a financial viability test, which had concluded that the current application was not viable. The option of six affordable houses or an S106 contribution was offered.

Following consideration the Parish Council **RESOLVED** that it would support the payment of Section 106 contributions totalling £375,000 rather than the provision of six affordable units subject to the following conditions:

- That the majority of the agreed contribution towards education is given to Weobley High School and Weobley Primary School;
- That the agreed contribution towards traffic calming and traffic management measures is wholly invested in Weobley village in line with the priorities set out by the Parish Council in its S106 priority list previously submitted;
- That the agreed contribution towards indoor and outdoor sports facilities is given to Weobley Parish Council to invest in the Hopelands Play Area which will include a new skate park.

It was further noted that contained within the original Section 106 agreement, signed on 2<sup>nd</sup> April 2015, there was reference to a Library Contribution and that Library Facilities means the existing library services within Weobley. The Parish Council wished to ensure that this S106 undertaking was honoured and that the majority of that contribution was transferred to the Parish Council to enable it to invest in the library building, which has now formally been transferred from Herefordshire Council to Weobley Parish Council.

It was agreed to review the current Section 106 priority list and submit this as soon as possible to both the Planning Authority and the Developer for consideration.

- (c) **Neighbourhood Plan Update** – Council noted that the draft Plan would be made available at its January 2018 meeting.

**81/17 PARISH MATTERS**

- (a) **Defibrillator** – Council noted that a grant application was being developed to try to obtain a second defibrillator for the village. The existing defibrillator would be relocated to the village hall and the new one would be located in the telephone box, as it would be compatible. It was agreed that a new battery be ordered as the existing one was running low.
- (b) **Post Office** – Council noted concerns that had been raised regarding a reduced usage of the post office by residents, local services and businesses. Long queues were being experienced and it was understood that residents were utilising alternative branches. It was agreed to request a review of the opening hours to meet the current demand and request that consideration be given to opening Monday and Thursday afternoons.
- (c) **CCTV** – Council noted that following discussions an additional CCTV camera would be installed at the top of the High Street.
- (d) **Play Area/Skate Park** – Cllr Breen presented the following skate park update:

- A fundraising evening for the proposed skate park was being organised in Spring 2018;
- A fundraising policy had been developed and would be considered at the next Working Party meeting;
- The legal status of the land had been provided by Cllr Anderson which would enable grant funding applications to be developed.

The following Play Area update was noted:

- The mower had now been repaired and would be ready for the new season
- The current mower would need to be replaced soon as it was getting old and was not big enough or powerful enough for the grass cutting requirements;
- Consideration would be given to building up a mower replacement reserve in the annual budget;
- Quotations would be sought from local contractors to carry out the mowing as this may prove more cost effective;
- Blanking plugs for various pieces of equipment had been purchased and installed;
- It was agreed to purchase 8 tonnes of woodchip in March 2018 to top up the safer surface areas.

## **82/17 HIGHWAY MATTERS**

- (a) **Community Speedwatch** – Council noted that two further sessions had been undertaken and the initiative was going well. The request from Eardisley to share equipment could not be pursued due to logistical difficulties.
- (b) **Footpath update** – Council noted the following report presented by Cllr Ware:
- The paths had been mowed regularly and the new footpath book would be published online. Repairs required included a bridge that needed renewing and a number of gates that had been damaged.
  - It was agreed to request that the kissing gate at the top of Burton Crescent leading on to Folly Lane be replaced as it was understood that Stonewater Housing was responsible.
  - It was agreed to investigate the purchase of a light weight battery powered strimmer to maintain the footpaths and the Rose Garden;
  - The Herefordshire Walking Festival would take place between 16<sup>th</sup> and 24<sup>th</sup> June 2018;
  - It was agreed to request a visit from the road sweeper once all the leaves had fallen.

Council noted that works to erect the Christmas Lights was currently being carried out.

## **83/17 CORRESPONDENCE**

The following correspondence received was noted:

- Community First E-Bulletin – November 2017;
- Rural Hub Newsletter – November 2017;
- HALC Information Corner and Training Events – November 2017;
- HALC AGM 25<sup>th</sup> November 2017;
- Herefordshire Tree Week – 25<sup>th</sup> November to 3<sup>rd</sup> December 2017;
- Travellers Sites DPD Pre-Submission draft;
- Weeping Window Meeting, College Hall, Hereford Cathedral, 28/11/17 @ 5pm;
- Community Housing Fund;
- Litter Information, Herefordshire Council;
- Herefordshire Walking Festival 2018.

**84/17 DATE OF NEXT MEETING**

Council noted that the next meeting of the Council would be held on Tuesday 23<sup>rd</sup> January 2018 at 7.30pm in the Hopelands Village Hall, Weobley HR4 8SN. Cllr Mackie submitted her apologies.

There being no other business the Chair thanked Members for their attendance and closed the meeting at 21:59pm.

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**CHAIR:**

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**DATE:**