

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Tuesday 21st March 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 and M West.

NOTICE OF MEETING

You are hereby summoned to attend the Parish Council Meeting of Weobley Parish Council which will be held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 28th March 2017 commencing at 7:30pm at which your attendance is required.

Paul Russell

Paul Russell
CLERK TO THE COUNCIL

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**
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 28th February 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** – To approve the payment of accounts relating to March 2017. A full list will be presented at the meeting.

- (b) **End of Year Accounts** – To receive an update on the End of Year accounts for 2016/17.
- (c) **Library, Museum and Public Convenience** – To note that insurance cover of £478,000 had been arranged. It is proposed that a maintenance assessment plan be drawn up.
- (d) **Code of Conduct Consultation** – To consider responding to the Herefordshire Council review of the existing Members' Code of Conduct. Responses are required by 25th April.

8. PLANNING MATTERS

- (a) **Planning Matters** – To discuss planning applications received from Herefordshire Council. Please see update report.
- (b) **Gadbridge Road Development** – To receive an update regarding this development.
- (c) **Neighbourhood Plan Update** – To receive an update, if available.

9. WEBSITE WORKING GROUP

To receive a recommendation from the Working Group regarding the development of both a Parish Council and a Community website. Three quotations have been received.

10. PARISH MATTERS

- (a) **Defibrillator** – An update will be provided, if available.
- (b) **Signage** – To receive a report from the Working Group.
- (c) **CCTV** – To receive an update on the development and purchase of a new CCTV system for the village and the village hall. Approval of the proposed system has been passed on and a reply awaited.
- (d) **Community Litter Pick** – To receive an update on the recent litter pick.
- (e) **Gritting of Streets** – To receive an update if available.
- (f) **Electrical Power, Rose Garden** – Please see the update on the update report.

11. HIGHWAY MATTERS

To consider/receive an update on the following Highway Matters:

- School Crossing Point(s) Request – Parish Council support for this proposal from the School has been requested. It is a priority on the S106 spending request related to the Gadbridge Road development;
- Parking/Congestion Issues – To consider the congestion issues in the village;
- Community Speedwatch – To receive an update;
- Bell Square Car Park – The Chair will provide an update to Council;
- Western Power – To receive an update on cabling works being carried out;
- Footpath update – Cllr Ware to report;
- Hedge Laying, southern border of Play Area – Cllr Ware is obtaining quotations.

12. CORRESPONDENCE

To receive the following correspondence:

- Community First E-Bulletin March 2017;
- Rural Hub Newsletter – March 2017;
- Hereford Area Plan Consultation – 4th to 6th April 2017;
- Police Monthly News Bulletin;
- Neighbourhood Planning Regulation 16 workshop – 5th May 2017

13. DATE OF NEXT MEETING

The Annual Parish Meeting will be held on Tuesday 25th April 2017 at 7.30pm in the Hopelands Village Hall, Weobley HR4 8SN.

The next meeting of Weobley Parish Council will be the Annual Parish Council meeting to held on Tuesday 30th May 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 24th January 2017 commencing at 7:30pm.

MEMBERS PRESENT: Councillors L Anderson (Chair), C Breen, B Havard, P Lloyd, H Quinlan, C Saunders, M Ware and M West.

ALSO PRESENT: PCSO Ellis, PCSO D Boden, PCSO Allford and three members of the public.

OFFICER PRESENT: P Russell (Clerk to the Council)

PUBLIC OPEN SESSION

There were three members of the public present. No issues were raised

102/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr V Mackie.

103/19 DECLARATION OF INTEREST

There were no Declarations of Interest made.

104/16 CO-OPTION

It was proposed by Cllr Ware, seconded by Cllr Havard and **RESOLVED** that Mr John Stanley Simons be co-opted on to Weobley Parish Council.

Council discussed the requirements for attendance at meetings. The law stated that if a member fails throughout six consecutive months to attend any meetings of the council, or of its committees or sub-committees of which they are a member, they cease automatically to be a member of the council unless they have a "statutory excuse", or their failure is due to a reason approved by the council. Local Government Act 1972, s85(1) & (2).

105/16 POLICE REPORT

The following report was noted:

- Eleven incidents had been recorded between 1st and 24th February 2017;
- Incidents included vehicle crime, criminal damage, domestic and non-domestic burglary and antisocial behaviour;
- Increased patrols were being carried out in the village and various lines of enquiry were being pursued. Senior management was also very aware of the current issues;
- Residents were once again encouraged to report any issues through the 101 number and Crime Stoppers;
- The next PACT meeting would be held on 30th March 2017.

Council agreed to invite the Police to the Annual Parish meeting which would be held on Tuesday 25th April 2017 to give a presentation and answer residents' questions regarding the recent issues. The matter would also be included in the forthcoming Spring edition of the Parish Newsletter.

It was agreed to bring forward agenda item 11(d) for discussion:

Vandalism/Meeting with the Police – Council received an update from the meeting held on 17th February 2017 with Frank Sentinella of Fastech Systems which had been attended by Cllrs Lorraine Anderson, Mike Ware and Chris Breen. The meeting had discussed the possible benefits of installing a CCTV system in the village via the 'Stop that Thief' scheme recently introduced by West Mercia Police. The proposal was to replace the existing cameras with new fisheye cameras which would link directly into the Village Hall system. A further location in the village was also being considered, subject to the agreement of the proprietor. The meeting noted that roof spikes has already been purchased and would be installed at the Village Hall.

Following discussion it was proposed by Cllr Havard, seconded by Cllr Lloyd and **RESOLVED:**

- That a new system be purchased, in principle, at a cost not exceeding £1,500;
- That delegated authority be given to the existing Committee made up of Cllrs Anderson, Breen and Ware to develop the proposals and oversee installation;
- That a new telephone line to the village hall be included in the project;
- That a CCTV policy be developed;
- That funds be made available for the repair of vandalism.

The following repairs/replacements were identified:

- A new rope at a cost of £35 to replace the damaged one;
- A new gate and post for Folly Lane would be purchased through the P3 scheme;
- A new litter bin along the chicken run would not be pursued for the time being;
- At least 2 Tourism Plaques would be purchased and a new frame;

The following repairs/replacements were identified in the Gents toilet:

- The extractor had been repaired;
- The oil heater had been disconnected and would be replaced;
- The hand dryer had been repaired;
- The door sensor had been reset.

106/16 MINUTES

Council **RESOLVED** that the minutes of the Council Meeting held on 24th January 2017 be agreed and signed as a correct record.

107/16 MATTERS ARISING

The following matters arising were noted:

- Further replies were awaited regarding the Pump House and the Glebeland Wall repairs;
- Grant funding would be investigated for the upgrading of the cobbled area. The initial quotation was noted;
- The Neighbourhood Development Plan Steering Group would be approached for a printed map of the village.

108/16 WARD COUNCILLOR REPORT

Ward Cllr Cooper was not in attendance. No report was received.

109/16 FINANCES & POLICY

- (a) **Accounts Outstanding** – Council approved the payment of outstanding accounts relating to February 2017 amounting to £2,316.01 inclusive of VAT.
- (b) **Mapping Systems** – This matter was considered under Minute 107/16.
- (c) **Library, Museum and Public Convenience** – Council noted that these buildings had now formally been transferred to Weobley Parish Council from Herefordshire Council. The buildings were initially insured at a rebuild value of £300,000 but a further valuation has now been carried out and insurance cover will be increased to £478,000. It was also agreed to check what licences, if any, needed to be reviewed for access and rights of way over the car park area. In addition it was noted that a new door may be required for the Gents toilets and there was loose brickwork at the base of the toilet building that needed repairing

110/16 PLANNING MATTERS

- (a) **Planning Matters** – It was agreed to submit the following comments to Herefordshire Council.

APPLICATION: P170513
SITE: Land at Weobley, Weobley, Herefordshire

- DESCRIPTION:** Proposed works to Ash (T3) Fell, see Report 12553 – Report 3a. Oak (T4) Reduce crown by approximately 4 metres, see Report 12553 – Report 4a. Oak pollard (T7) Remove crown & leave main stem. See Report 12553 – Report 7.
- COMMENT:** No objection subject to the views of the Parish Tree Warden.

The following update regarding the Gadbridge Road development was noted:

- There was a possibility of a change to make one dwelling a bungalow to meet a housing need;
- A revised application would be submitted in due course;
- Once the revised application had been submitted Cllrs Anderson and Ware would arrange a meeting to discuss the revisions including parking and drainage on the site;
- Concern was expressed regarding the potential damage that could be caused to the verge on the access/egress of the site and consideration on ways to protect this should be developed.

Council noted the correspondence from HC regarding the Discharge of Conditions.

- (b) **Neighbourhood Plan Update** – Council noted that the Steering Group had received a presentation from Data Orchard which had outlined the criteria for site assessments, advice on developing a draft vision and objectives and the next steps.
- (c) **New Development** – Council noted that the name of the new development on Hereford Road adjacent to the Methodist Chapel would be called Garbett’s Orchard. The name had been accepted by Herefordshire Council and reflected the history of the site over the last century.

111/16 WEBSITE WORKING GROUP

The following update was received from the Working Group:

- The Working Group had met on Tuesday 21st February 2017 and reviewed the three quotations received;
- The proposals were still being reviewed and clarification was currently being sought regarding cost proposals of one submission;
- A balance needed to be agreed between set up costs and annual hosting fees;
- Further information on the content management systems was being reviewed before a recommendation would be submitted to Council for consideration;
- A further meeting would be held week commencing 13th March 2017.

112/16 PARISH MATTERS

- (a) **Defibrillator** – The internal light in the telephone kiosk required mending. Cllr Ware agreed to deal with this. New pads had been purchased and it was agreed to chase up the decoration of the kiosk.
- (b) **Signage** – The Working Group had not been able to meet. Information had been obtained and would be reviewed in the next few weeks.
- (c) **Post Office Relocation** – The Post Office would open on Friday 3rd March 2017 until 1pm.
- (e) **Community Litter Pick** – The litter pick would take place on Friday 3rd March 2017 from 9am to 10am. The Primary School and the Scouts had already carried out their litter pick. The litter pick would focus on Folley Lane and it was agreed to consider the purchase of a new bin in this location to help address the issue of dog waste. However, a volunteer would need to be identified to empty it.
- (f) **Lengthsman/P3 Annual Plan** – Council **RESOLVED** to adopt the Annual Plan.
- (g) **Gritting of Streets** – Council noted that Balfour Beatty gritting crews were experiencing significant issues with parked cars in the village of Weobley. The gritting lorry had on several occasions been unable to access the road outside Costcutter in Portland Street due to the number of vehicles

parked on both sides of the carriageway. As a result each time the lorry cannot make it through the out of hours crews have been deployed to hand grit this road.

Following consideration Council **RESOLVED:**

- To include an article in the Spring Newsletter regarding this issue;
- To thank Balfour Beatty for the efforts they had made to grit the highway;
- Ask Balfour Beatty why this has become an issue;
- Suggest that consideration be given to developing a scheme to restrict parking along this part of the highway which would also have a benefit for emergency vehicles.

- (h) **Annual Play Inspection** – Council agreed to undertake the Play Inspection at a cost of £58.60. The inspections would be carried out by Terry Gordon in May 2017. Thanks were extended to Cllr Breen and all the volunteers for maintaining the play area.
- (i) **Village Hall Committee** – Cllr Anderson was formally nominated as Parish Council representative to sit on the Village Hall Management Committee.

113/16 HIGHWAY MATTERS

The following updates were noted:

- Community Speedwatch – The Police were still carrying out the required checks. These had been delayed due to a backlog;
- Bell Square Car Park – The car park was currently being used by Western Power Contractors, Steve Rowlands, who had confirmed that they would make good once works had been completed. It was agreed to ask them to resurface the car park if possible;
- Western Power – Cabling works were still on-going;
- Footpath update – Council was provided with an update on recent maintenance including the installation of new gates and the on-going maintenance to infrastructure. It was agreed to open an account with Wynnstay to source materials from in future;
- Hedge Laying, southern border of Play Area – Cllr Ware was still trying to obtaining quotations.

114/16 CORRESPONDENCE

The following correspondence was noted:

- Herefordshire Council Waste Consultation
- Community First E-Bulletin February 2017;
- HALC Information Corner;
- The Great British Spring Clean;
- Rural Hub Newsletter;
- HCPRE Study Day – 4th March 2017 at Amestry Village Hall

115/16 DATE OF NEXT MEETING

Council noted that the next ordinary meeting of the Council would be held on Tuesday 28th March 2017 at 7.30pm in the Hopelands Village Hall, Weobley HR4 8SN.

There being no other business the Chair thanked Members for their attendance and closed the meeting at 10:05pm.

CHAIR:

DATE: