

WEOBLEY PARISH COUNCIL

Minutes of the Weobley Parish Council Meeting held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 24th October 2017 commencing at 7:30pm.

MEMBERS PRESENT: Councillors L Anderson (Chair), M Ware (Vice-Chair), C Breen, B Havard, V Mackie, H Quinlan and J Simons.

ALSO PRESENT: Ward Cllr Cooper, PCSO Allford and one member of the public.

Prior to the formal commencement of the meeting a fire drill was successfully carried out.

PUBLIC OPEN SESSION

One member of the public was present. A request of support from the Parish Council was made to help fund a late night taxi to collect young people from Hereford and provide a safe mode of transport. The cost without a subsidy would be £8 per person for a return trip in an 8 seater taxi (£64 per trip in total) but the initial cost would be £7 per person hence the requirement for a subsidy. It was agreed that an application in writing outlining the project in detail would be required prior to formal consideration by the Council.

60/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from the Cllrs P Lloyd, C Saunders and M West.

61/17 DECLARATION OF INTEREST

There were no Declaration of Interest made.

62/17 MINUTES

Council **RESOLVED** that the minutes of the Council Meeting held on 26th September 2017 be agreed and signed as a correct record.

63/17 MATTERS ARISING

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

- It was agreed to send a weekly email to Welsh Water regarding the Pump House reiterating Council's previous comments;
- A survey of the Glebeland wall had been undertaken on 13th October 2017 and a copy of the full report and action plan was awaited;
- A negative reply regarding the use of the old bowling green as a potential venue for the Croquet Club had been received;
- The Signage Working Group agreed to meet before Christmas;
- A transformer had been ordered to address the issues relating to the Victorian Lamppost. Currently it was not earthed and the transformer would help deal with this. The Lamppost itself had now been fully refurbished.

64/17 POLICE REPORT

The following report was noted:

- Two crimes had been committed since the last meeting, both related;
- Concerns had been raised regarding traffic congestion in the village and in the afternoons outside the schools;
- Mr Ian Connolly had visited the site and would report back on possible options in due course. One option was the possible installation of a new zebra crossing to serve both schools;
- One issue identified were the blocked drains and Mr Connolly would pursue this;
- New road markings would also be requested outside the school along with some new signage to enable enforcement;
- PCSO Ellis was being transferred to look after schools;
- Halloween posters had been distributed locally;
- Additional cover would be provided on the evening of 31st October 2017;
- Some police cover would be available for the bonfire and fireworks event on Friday 3rd November 2017;

- The next PACT surgery would take place at 9.30am on 26th October 2017;
- An additional CCTV camera at the top of the village would be investigated.

65/17 WARD COUNCILLOR REPORT

Cllr Cooper provided a full report which is included in Appendix A of the minutes. Council noted that the rates issue related to the Old School Shop had now been resolved and that the Post Office had reduced its hours from 9am to 12:30pm Monday to Friday.

66/17 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council **RESOLVED** to approve the payment of accounts for October 2017 amounting to £763.27 inclusive of VAT, as listed below:

PAYEE	SERVICE	CHEQUE	NET	VAT	TOTAL
P Russell	Salary Oct 2017	1383	£252.99	£0.00	£252.99
HMRC Cumbernauld	TAX/NHI	1383	£63.20	£0.00	£63.20
P Russell	Clerk's Expenses Oct	1383	£45.97	£0.00	£45.97
SLCC	Training	1384	£69.00	£13.80	£82.80
Chris Breen	Fuel Morrisons	1385	£16.70	£3.34	£20.04
Chris Breen	LBS (Fence post)	1385	£7.88	£1.57	£9.45
Chris Breen	Tudors (paving	1385	£4.55	£0.91	£5.46
Chris Breen	Roadware (bin liner)	1385	£21.95	£4.39	£26.34
L Anderson	M&S Vouchers	1386	£30.00	£0.00	£30.00
Royal British Legion	Wreath	1387	£20.00	£0.00	£20.00
PIP Printing	Newsletter	1388	£193.10	£13.92	£207.02
			£725.34	£37.93	£763.27

A further invoice from Richard Baugh amounting to £134.14 to carry out various repairs to the public conveniences was also approved.

- (b) **Budget 2018/19** – Council noted an initial draft budget. A Budget Working Group comprising of Cllrs Anderson, Ware and Breen would meet on Tuesday 14th November 2017 at 3pm at the Library.
- (c) **Cloud Option** – Council received the quotation and an overview of the cloud IT option and operating system provided by Microshade VSM along with a brief overview of the new General Data Protection Regulations (GDPR) which would come into force on 25th May 2018.

GDPR requirements included secure IT provision, regular computer audits and action to be taken to ensure data breaches did not occur. The Microshade VSM cloud option was compliant with GDPR requirements. The remaining elements would be addressed by a full Data Audit to be carried out by the Clerk. The Data Audit would be presented to Council once completed.

Following consideration it was **RESOLVED** that the quotation from Microshade VSM be accepted including the Kaspersky virus protection option at a cost of £330 + VAT.

- (d) **Weobley Library** – Council noted that the Parish Council was now responsible for all the various maintenance and running costs of this building. Concern was expressed that water may be egressing into the building from the roof and it was agreed to investigate this as soon as possible. Cllr Ware would organise the investigative works.

It was noted that work had been undertaken on the lock to the Disabled toilet and this was now more accessible to the public. In addition a new volunteer had come forward and was assisting in the cleaning, maintenance and closing of the toilets.

It was agreed that the volunteers who gave their time freely to maintain the various services and areas within the village should be acknowledged. This would be considered at the next meeting on 28th November 2017.

It was agreed to contact property services at Herefordshire Council to obtain a full list of maintenance and service contracts that were in place prior to the transfer and confirm, with regard to the library, which elements Herefordshire Council provided and funded and what the Parish Council was expected to be responsible for.

- (e) **Bonfire & Fireworks, 3rd November 2017** – The following update was noted:
- The Catering group had already met and organised the catering offer;
 - A further meeting needed to be held to confirm last minute details;
 - More volunteers were needed to steward the event and sell the torches;
 - Border Oak and M F Freeman had been contacted regarding sponsorship
 - Cllr Ware would review the risk assessment;
 - £400 was required in £1 coins. The Clerk would try to organise this.
- (f) **New Bin, Parish Church** – Council considered the request to provide and empty an additional bin at the church. Following discussion it was agreed that it would be too costly to purchase, install and empty an additional bin at this location.
- (g) **Date Protection Update** – This item was considered under item b above.

67/17 PLANNING MATTERS

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

APPLICATION: P173632
SITE : 8 Bearcroft, Weobley HR4 8TA
DESCRIPTION: Works to tree in conservation area: proposed works to pin oak
COMMENT: No objection

APPLICATION: P173626
SITE : The Beeches, Church Road, Weobley HR4 8SD
DESCRIPTION: Works to tree in conservation area: proposed works to pin oak
COMMENT: No objection

APPLICATION: P173797
SITE : Clee View, Back Lane, Weobley HR4 8SG
DESCRIPTION: Proposed reduction in height of cherry tree down to 3m from 6m and reduction of apple tree by 50%
COMMENT: No objection

- (b) **Gadbridge Road** – No further progress had been made on the commencement of the development.
- (c) **Neighbourhood Plan Update** – Council noted that draft policies had now been drawn up and would be circulated to the Parish Council to receive its views. A further meeting with the consultants would be held on 7th November 2017 and the finalised first draft NDP would be placed on the November agenda for approval.

68/17 WEBSITE WORKING GROUP

Council noted that the new Parish Council website was now being populated and would be ready for preview in the next few weeks. It was agreed to ascertain whether there was a Councillor only area on the website so that larger documents could be uploaded for members to download.

69/17 PARISH MATTERS

- (a) **Defibrillator** – A full update with various options was circulated and noted. It was agreed to choose option one but to apply for a British Heart Foundation grant first to ensure match funding was available.
- (b) **CCTV** – This had been discussed under Minute 64/17
- (c) **Play Area/Skate Park** – A full update on progress was noted by Council. A trip had been organised to the Hereford skatepark in partnership with the school and 20 questionnaires had been completed. A further meeting to raise awareness and identify funding would be held in the next few weeks.

The annual inspection of the play area had been completed and the maintenance identified had been undertaken. Most items had been classed as low risk or very low risk, including the molehills.

- (d) **Rose Garden** – Council noted that Cllr Simons had volunteered to take over this area. A formal handover would be organised.

70/17 HIGHWAY MATTERS

- (a) **Community Speedwatch** – The second team had now been fully trained and were ready to begin sessions. There were eleven volunteers in total and it was expected that a Speedwatch session would be held at least once a fortnight.
- (b) **Speeding & Traffic Working Group** – Council considered the best way of addressing the various traffic and speeding issues being experienced in the village and, following consideration, it was agreed to organise a public meeting and invite the Police, Mr Connolly and representatives from Herefordshire Council Highways Department to answer residents questions and explain the legal framework. Initial dates proposed were 11th, 18th and 25th January 2018 in the Village Hall.
- (c) **Footpath update** – Council noted the update report provided by Cllr Ware. A revised version of the local footpath book was being uploaded onto the internet and the final mow of the year had been undertaken. Mowing would recommence in Spring 2018.

71/17 CORRESPONDENCE

Council noted 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.

72/17 DATE OF NEXT MEETING

Council noted that the next meeting of the Council would be held on Tuesday 28th November 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 22:00pm.

CHAIR:

DATE: