

## WEOBLEY PARISH COUNCIL

### PARISH COUNCIL MEETING

Tuesday 19<sup>th</sup> February 2019

**TO: ALL MEMBERS OF WEOBLEY PARISH COUNCIL:** Councillors L Anderson (Chair), M Ware (Vice Chair), C Breen, I Dyer, P Lloyd, V Mackie, H Quinlan, C Saunders, J Simons 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 26<sup>th</sup> February 2019 commencing at 7:00pm 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**  
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 22<sup>nd</sup> February 2019 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. PCSO Felix Rawlinson will attend subject to emergencies.
6. **WARD COUNCILLOR REPORT**  
Please see the attached report from Ward Cllr Cooper.
7. **FINANCES & POLICY**
  - (a) **Accounts Outstanding and Financial Statement** – To approve the payment of accounts relating to February 2019. A full list will be presented at the meeting.
  - (b) **Newsletter** – To review the draft Newsletter.

- (c) **Elections, 2<sup>nd</sup> May 2019** – To consider whether to request polling cards if an election is called on 2<sup>nd</sup> May 2019.

## 9. PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council.
- (b) **Gadbridge Road (P163963)** – To receive an update regarding the progress and naming of this development.
- (c) **Burtonwood Application (P181050)** – To receive an update if available.
- (d) **Neighbourhood Plan Update** – To receive an update on progress.

## 10. PARISH MATTERS

- (a) **Defibrillator** – To receive an update on the progress.
- (b) **Pump House** – To receive an update from Welsh Water regarding the matters raised by the Parish Council relating to the Pump House, if available.
- (c) **Post Office** – To receive an update, if available.
- (d) **Highways Task & Finish Group** – To receive a report from the first meeting of this Group held on 12<sup>th</sup> February 2019.
- (e) **Library & Public Convenience Maintenance Plan Development** – To commence a review the draft maintenance plan for the Library and Toilet buildings.
- (f) **Play Area/Skate Park** – To receive an update on the play area and an update regarding the proposed Skate Park.

## 11. HIGHWAY MATTERS

- (a) **Footpath update** – Cllr Ware to report.
- (b) **Lengthsman/P3** – To receive an update on the works commissioned.
- (c) **Traffic & Parking Matters** – To receive an update following a meeting with Balfour Beatty to discuss ways to address parking and other traffic issues in Weobley.

## 12. CORRESPONDENCE – To receive the following correspondence:

- Locality Steward Weekly Briefings – February 2019
- Herefordshire Council, Road Closures February 2019 – Update to programme
- Herefordshire Rural Hub February 2019 newsletter
- Police Newsletter – February 2019
- Cabinet Update – February 2018
- HALC Information Corner/Code of Conduct February 2019

## 13. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday 26<sup>th</sup> March 2019 at 7.00pm 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 22<sup>nd</sup> January 2019 commencing at 7:00pm.

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

**ALSO PRESENT:** One member of the public.

**OFFICER PRESENT:** Clerk to the Council

### **PUBLIC OPEN SESSION**

There was one member of the public present. A short update on the efforts to save the Post Office was provided. Residents were in the process of trying to set up a community fund to help retain the facility. A model had now been agreed and positive support had been indicated. A formal application to transfer the post office had now been submitted and would take up to three months to go through the process.

### **81/18 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Dyer, Quinlan and Saunders.

### **82/18 DECLARATION OF INTEREST**

There were no Declarations of Interest made.

### **83/18 MINUTES**

It was **RESOLVED** that the Minutes of the Parish Council Meeting held on 27<sup>th</sup> November 2018 be agreed and signed as a correct record.

### **84/18 MATTERS ARISING**

The following matters arising were noted:

- Work had commenced to carry out repairs to the public conveniences and the Library;
- The Glebeland wall repairs had now been completed;
- It was agreed to set up a Task & Finish Group to consider traffic, parking and the cobbles. Cllrs Simons, Ware, Lloyd and Saunders were appointed. Cllr Anderson would be reserve. The Group would report to Council at its meeting on 16<sup>th</sup> April 2019 with initial suggestions;
- The Village Hall leak had now been repaired. The potholes by the entrance had been filled in and resurfacing works were scheduled.

### **85/18 POLICE REPORT**

The Police were not in attendance. It was noted that PACT meetings had been set up for 6<sup>th</sup> February, 13<sup>th</sup> March and 17<sup>th</sup> April 2019 at the Green Bean between 11am and 12 noon.

### **86/18 WARD COUNCILLOR REPORT**

The following report was received from Ward Cllr Cooper:

- Outline permission related to the Pepperplock/Burtonwood site – Disappointment was expressed on behalf of the residents regarding the decision reached by the Herefordshire Council Planning Committee. A number of concerns were raised regarding the decision and it was noted that residents were considering mounting a challenge against the decision;
- A positive response had been received from local residents to help save the post office. If the initial application failed further applications would be invited. If the village lost its post office then a mobile option could be introduced, subject to it having adequate capacity.

87/18 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council approved the payment of accounts relating to December 2018 and January 2019 amounting to £3,032.48, including VAT:

DATE	PAYEE	SERVICE	CHEQUE	TOTAL
27/11/2018	MM & JE Ware & Son	P3 maintenance	1477	£885.00
15/11/2018	West Mercia Energy	Toilets Nov 18	DD	£15.28
15/11/2018	West Mercia Energy	Library Nov 18	DD	£48.57
14/12/2018	West Mercia Energy	Toilets Dec 18	DD	£15.70
14/12/2018	West Mercia Energy	Library Dec 18	DD	£81.63
14/12/2018	Welsh Water	Library Water	DD	£57.13
22/01/2019	P Russell	Salary Dec 18	1478	£258.11
22/01/2019	P Russell	Salary Jan 19	1478	£258.11
22/01/2019	P Russell	HMRC Cumbernauld	1478	£128.80
22/01/2019	P Russell	Clerk's Expenses	1478	£70.91
22/01/2019	Hopelands Village Hall	Council meetings	1479	£30.00
22/01/2019	Chris Breen	Harmoinsay/lights	1480	£49.98
22/01/2019	Chris Breen	Roadware Ltd/Bin	1480	£67.14
22/01/2019	Chris Breen	LBS	1480	£2.25
22/01/2019	Chris Breen	Lighthouse Bulbs	1480	£43.76
22/01/2019	Mary Kenny	Toilet supplies	1481	£12.00
22/01/2019	M Ware	Christmas Lights	1482	£27.72
22/01/2019	West Mercia Energy	Toilets Jan 18	DD	£14.61
22/01/2019	West Mercia Energy	Library Jan 19	DD	£105.38
22/01/2019	Richard Mills	Lengthsman	1483	£860.40
				<b>£3,032.48</b>

- (b) **Newsletter** – Council noted that the draft Winter Newsletter had been delayed due to IT issues.
- (c) **2019/20 Parish Precept Request** – Council considered the draft budget. Following consideration it was proposed by Cllr West, seconded by Cllr Simons and **RESOLVED:**
- To request a precept of £25,781 from Herefordshire Council for the 2019/20 financial year;
  - To ring-fence a sum of £3,000 to help support the post office, if required.

88/18 PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council.

**APPLICATION:** P184040  
**SITE:** 3 High Street, Weobley, Hereford, Herefordshire, HR4 8SL  
**DESCRIPTION:** Listed Building Consent: Re-building of part rear wall  
**COMMENT:** No objection

**APPLICATION:** P184264  
**SITE:** Tudor Cottage, Broad Street, Weobley, Hereford, Herefordshire, HR4 8SA  
**DESCRIPTION:** Proposed internal and external works.  
**COMMENT:** No objection

**APPLICATION:** P184664 & P184665 (LBC)  
**SITE:** 3 High Street Weobley Hereford Herefordshire HR4 8SL  
**DESCRIPTION:** Proposed alterations to the dwelling house, conversion of loft, and change of use of adjoining barn to provide additional living accommodation.  
**COMMENT:** No objection

- (b) **Gadbridge Road (P163963)** – Council received an update and agreed to contact Herefordshire Council regarding the process to name the street. It was noted that drainage issues on the site had

not been resolved and no further information had been received regarding the proposed yellow lines in Gadbridge Road. It was agreed to request an update.

- (c) **Burtonwood Application (P181050)** – Council considered the update following the Herefordshire Council’s Planning Committee decision to approve the outline application. It was **RESOLVED** to submit the questions that had been developed, including some additional ones from Cllr Simons, to the Planning Authority for a response. Thanks were extended to Cllr Cooper for representing the community.
- (d) **Neighbourhood Plan Update** – Council noted that the Plan had been submitted under Regulation 15 ready to commence a much wider Regulation 16 consultation, which would commence on 28<sup>th</sup> January and finish on 12<sup>th</sup> March 2019.

## **89/18 PARISH MATTERS**

- (a) **Weobley Open Gardens** – Council noted that Cllr Mackie would be the Parish Council representative on the Weobley Open Gardens that were being held on 1<sup>st</sup> and 2<sup>nd</sup> June 2019. The organisation of the event was well under way and gardens would be open between 1:30pm to 5pm daily. Following consideration, Council **RESOLVED** to provide a prize of £25 for the Best Blooms in Broad Street.
- (b) **Defibrillator** – Council noted that a quotation amounting to £629 had been received for a new cabinet, signage and delivery. A further quotation was being obtained to re-site the existing box to the Village Hall. The training kit had also been received and a training event would be organised and promoted. It was **RESOLVED** to purchase the new cabinet and signage at a cost of £629.
- (c) **Pump House & Car Park, Bell Square** – Council noted that the revised lease had been received and Council **RESOLVED** to sign it. It was noted that the car park had now been repaired by the Lengthsman.

It was further noted that a reply was still awaited from Welsh Water regarding the matters raised by the Parish Council relating to the Pump House.

- (d) **Post Office** – This had been considered under Minute 86/18.
- (e) **Library & Public Convenience Maintenance Plan Development** – Council discussed the developing a maintenance plan for the Library and Toilet buildings. Following consideration, it was **RESOLVED**:
- To develop a Maintenance Plan. Cllr West and the Clerk would develop an initial plan for consideration and an initial meeting would be held on 13<sup>th</sup> February 2019 at 3pm;
  - To allocate initial funding not exceeding £2,000 from balances to carry out additional repairs and redecoration to both buildings;
  - To carry out repairs to the heaters in the Library and provide a timer to control the heating of the building.
- (f) **Play Area/Skate Park** – Council received the following update on the play area and the proposed Skate Park:
- Both schools would cost up training staff in skating/scooting/roller skating plus research into insurance and numbers;
  - Further work would be undertaken to secure additional grant funding of approximately £15,000;
  - The tender would be circulated and three companies would be approached;
  - Preparation of the site was still under discussion;
  - Further information was being sought regarding roller skating provision.

Council agreed that it wished to be involved in the tendering process and it was agreed to confirm whether planning permission was required.

**90/18 HIGHWAY MATTERS**

- (a) **Footpath update** – Council noted the update presented. The footpaths were being used regularly by walkers and a number of organised walks were being organised.
- (b) **Lengthsman/P3** – Council noted the works undertaken to date including the resurfacing of the Bell Square car park. Addition works had been requested including the clearing of the Chicken Run and removal of weeds at the Library. The drainage maps had been received and would be laminated.
- (c) **Traffic & Parking Matters** – This had been considered under Minute 84/18.
- (d) **Speed Indicator Device (SID)** – Council discussed whether it wished to commission a SID for Weobley and following consideration, **RESOLVED** not to pursue this option at present.

**91/18 CORRESPONDENCE**

Council noted the following correspondence:

- Community First E-Bulletin – January 2019;
- Rural Hub Newsletter – January 2019;
- Road Closures update – January 2019;
- HALC training – January 2019;
- Parish Summit information – 24<sup>th</sup> January 2019;
- HC Cabinet updates

**92/18 DATE OF NEXT MEETING**

Council noted that the next meeting of the Council would be held on Tuesday 26<sup>th</sup> February 2019 at 7.00pm in the Hopelands Village Hall, Weobley HR4 8SN.

There being no further business the Chairman declared the meeting closed at 9.31pm.

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**CHAIR:**

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**DATE:**