

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Tuesday 19th November 2019

TO: ALL MEMBERS OF WEOBLEY PARISH COUNCIL: Councillors L Anderson (Chair), J Simons (Vice Chair), C Breen, P Lloyd, V Mackie, H Quinlan, C Saunders, M Ware and M West. (1 Vacancy)

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 26th November 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 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. **CO-OPTION**
To consider filling the current vacancy through co-option.
 4. **MINUTES**
The Minutes of the Council Meeting held on 22nd October 2019 need to be agreed and signed as a correct record.
 5. **MATTERS ARISING**
Please see update sheet attached to the agenda.
 6. **POLICE REPORT**
To receive the Police report, if available.
 7. **WARD COUNCILLOR REPORT**
To receive a report from Ward Cllr Jones.
 8. **FINANCES & POLICY**
- (a) **Accounts Outstanding and Financial Statement** – To approve the payment of accounts relating to November 2019. A full list will be presented at the meeting.

- (b) **Bonfire and Fireworks** – To receive a financial update.
- (c) **Budget 2020/21** – To consider the initial draft budget for 2020/21. The Task & Finish Group met to discuss the draft budget on Tuesday 19th November 2019.
- (d) **Grant Requests** – A grant request has been received from the Village Hall for a total of £465.66. Letter attached.
- (e) **Christmas Lights** – To consider extending the Christmas Lights scheme in 2019 to the bottom end of the village.

9. HIGHWAY MATTERS

- (a) **Footpath update** – To receive an update. Cllr Ware to report.
- (b) **Lengthsman/P3** – To receive an update on the works commissioned and outstanding. Cllr Lloyd to report. Also to consider storing the free salt offered and sandbag storage.
- (c) **Surgery Parking** – To receive feedback following recent contact with the Surgery.

10. PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council.
- (b) **Gadbridge Road (P163963)** – To receive an update regarding this development.
- (c) **Pepperplock Application (P181050)** – To receive an update.

11. PARISH MATTERS

- (a) **Pump House** – To receive an update from Welsh Water, if available.
- (b) **Post Office** – To receive an update, if available.
- (c) **Highways Task & Finish Group** – To receive an update, if available.
- (d) **Play Area/Skate Park** – To receive an update on the play area and progress on the skate park now that the formal appointment of the preferred contractor had been agreed.
- (e) **Rose Garden** – To consider funding a new flag for the Rose Garden flagpole.
- (f) **LEADER Funding Project** – To receive an update on progress. The Task & Finish Group met on Tuesday 19th November 2019.

12. CORRESPONDENCE – To note correspondence received:

- Locality Steward Weekly Briefing – November 2019;
- Road Closures, Herefordshire Council – November 2019 programme updates;
- Herefordshire Rural Hub – November 2019;

13. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday 28th January 2020 at 7.00pm in the Hopelands Village Hall, Weobley HR4 8SN.

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Weobley Parish Council Meeting held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 22nd October 2019 commencing at 7:00pm.

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

ALSO PRESENT: Ward Cllr Jones and one member of the public.

OFFICER PRESENT: Clerk to the Council.

PUBLIC OPEN SESSION

There was one member of the public present. Thanks were extended to the Parish Council for commencing the clearing of the Bell Square car park. It was confirmed that work had not yet been completed and that further clearance work was scheduled to be undertaken. A request to remove the hawthorn completely was made.

The sandbags ordered some time ago were to be located and filled with sand. A request to Welsh Water to store the filled sandbags in the pump house would be submitted. It was also agreed to have a site meeting to agree the position of the new noticeboard when the Lengthsman was ready to install it.

57/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs C Breen, H Quinlan and M West.

58/19 DECLARATION OF INTEREST

There were no Declarations of Interest made.

59/19 CO-OPTION

As no applications had been received it was agreed to defer this item until the next meeting.

60/19 MINUTES

It was **RESOLVED** that the Minutes of the Council Meeting held on 24th September 2019 be agreed and signed as a correct record.

61/19 MATTERS ARISING

Council considered the update report. The following matters were noted:

- Council noted that the cherry tree was going to be removed fairly soon by the Lengthsman;
- It was agreed to contact Mr Baugh to repair a leak in the gent's toilets;
- Concern was expressed at the new gully recently installed at Corn Mills. The tarmac sealant was still sticky and had not properly dried out. It was be reported to the Locality Steward;
- The Clerk would purchase a new disclaimer notice.

62/19 POLICE REPORT

Apologies had been received from the Police as they had been called away to attend an emergency.

63/19 WARD COUNCILLOR REPORT

The following report was received from Ward Cllr Jones.

- Herefordshire Council had held a full Council meeting on 11th October 2019. A number of documents had been adopted including the Travellers Sites Development Plan, Gambling Policy and the Youth Justice Plan;

- Consideration was also being given to the future structure of Herefordshire Council's corporate governance and the introduction of an annual Mental Health Awareness Day for Herefordshire. The initial date proposed was 20th January 2020;
- No further update had been received regarding the proposed bypass but an update would be provided soon regarding the link road.

64/19 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council **RESOLVED** to approve the payment of accounts relating to October 2019, amounting to £1,747.93, including VAT:

PAYEE	SERVICE	CHEQUE	TOTAL
West Mercia Energy	Library	DD	£47.74
West Mercia Energy	Toilets	DD	£18.39
P Russell	Salary Oct 19	1543	£134.23
R Russell	Salary Oct 19	1543	£247.73
P Russell	HMRC Tax	1543	£89.20
P Russell	Clerk's Expenses	1543	£43.33
Upper Bridge Enterprises Ltd	Websites	1544	£495.46
Ms Kenny	Public Convenience sundries	1545	£10.45
Weobley Village Hall	Hire of rooms	1546	£45.00
A C Davies	Defibrillator electrical works	1547	£350.00
SLCC	Conference training	1548	£96.00
C Breen	Hereford Auto Electrical	1549	£57.60
G L Jones	Play spares	1550	£112.80
			£1,747.93

Following discussion, it was agreed to provide a quarterly budget monitoring report for consideration by the Council to ensure that it was operating in a financially sound manner.

- (b) **Litter Picking Boards** – Council noted that the Highways Task & Finish Group had not yet discussed this proposal in full. Following discussion, it was agreed to continue to develop an initiative suitable for Weobley to support the current litter picking scheme undertaken by local volunteers.
- (c) **Bonfire and Fireworks** – Council reviewed the preparations for this event taking place on Tuesday 5th November 2019. Permission for the use of Castle Green for car parking was still awaited. There would be a charge for the torches this year. The risk assessment needed updating, the police would be attending and the Chair would ask the surgery if it could provide a First Aider.
- (d) **Budget 2020/21** – Council agreed to appoint Cllrs Anderson, Breen, Lloyd and Saunders to the Budget Task & Finish Group to develop the 2020/21 budget.

65/19 PLANNING MATTERS

- (a) **Planning** – Council **RESOLVED** to submit the following responses to Herefordshire Council.

APPLICATION: P193197
SITE: Sunnymeade Back Lane Weobley Hereford Herefordshire HR4 8SG
DESCRIPTION: Certificate of lawfulness for proposed works for canopy porch to be removed & door & side windows replaced with single window. New canopy porch added at main entrance. Side window at base of stairs changed to an external door (stairs now to be relocated). French doors from existing first floor Bedroom at south elevation removed and opening blocked up & made good. French doors to snug at ground floor blocked up & made good to make space for new stairs.
COMMENT: No objection.

APPLICATION: P193407
SITE: Fair View Cottage, Weobley, Hereford, Herefordshire HR4 8QS
DESCRIPTION: T1 - fell Buddleia. T2 - fell to ground Ash. T3 - fell Leylandii. T4- reduce overgrown mixed field hedge to c.1.2m. T5 - reduce overgrown mixed field hedge to c.1.2m. T6 - fell Leylandii
COMMENT: No objection.

- (b) **Gadbridge Road (P163963)** – Following discussion, it was agreed to obtain clarification from Herefordshire Council’s S106 department on what the projects were to be funded by the S106 funding generated from this development. Once this information had been received an informed decision could be reached regarding the provision of a safe pedestrian access to the play area from Gadbridge Road.
- (c) **Pepperplock Application (P181050)** – Council noted that the S106 agreement had not yet been agreed regarding this site and that Herefordshire Council expected to reconsider the outline application at its Planning Committee following the adoption of the Weobley NDP.
- (d) **Neighbourhood Plan Update** – Council noted that the Weobley NDP was “made” on 18th October 2019 by Herefordshire Council.

Following discussion, it was agreed to organise a thank you for all the volunteers involved to be held on Tuesday 3rd December 2019 at 7pm at the Salutation Inn. It was expected that 30 people would be in attendance.

66/19 PARISH MATTERS

- (a) **Pump House** – Council noted that no further update had been received from Welsh Water either on this matter or the request for reimbursement following the works undertaken at Weobley Marsh to address the water leak. The Clerk would continue to pursue both matters.
- (b) **Post Office** – Council noted that the van was in Weobley once a week. However, it would not be in Weobley week commencing 28th October 2019 as it was half term. The Chair agreed to follow up the requests received for the van to visit Weobley more frequently and at different locations within the village.
- (c) **Highways Task & Finish Group** – The Group had corresponded by email to discuss various issues including the proposed Traffic Regulation Order.
- (d) **Proposed TRO, Weobley** – Council discussed in detail the various options to help address traffic and parking issues in the centre of the village, including the siting of the bus stops and suggested parking restriction times in Portland Street.

Following discussion, it was agreed to:

- Clarify whether there was a possibility to extend the consultation period from 29th October 2019 to 29th January 2020;
- Put forward the various proposals discussed that could potentially be included in the Traffic Regulation Order for Weobley. These included possible parking restrictions and the relocation of the bus stops.

Subject to the response received the Parish Council would support the proposed Traffic Regulation Order.

- (e) **Play Area/Skate Park** – Council noted that four tenders had been received. These had been assessed at a meeting held on Thursday 10th October 2019 when two preferred tenders were identified. These were submitted to the Skate Park User Group at the High School for final review.

Following that review the Skate Park User Group unanimously voted to recommend that Concreate be appointed contractor to design and construct the Weobley Skate Park. The Parish Council formally **RESOLVED** to appoint Concreate as per the recommendation. An initial scoping meeting would be arranged to commence the project and draw down the funding.

(f) LEADER Funding Project – Council noted the following update:

- A meeting had been held with Visual Works on Friday 18th October 2019 to discuss the project;
- Initial designs for the Welcome entrance signs and the Interpretation Panels would be available by 28th October 2019 for consideration by the Task & Finish Group;
- The map for the Information Boards was currently being drawn up and would be available for comment in the next two weeks;
- 18 Interpretation Panels would be developed of which at least two would be A3 size whilst the rest would be A4 size. The A3 panels would be sited in the Rose Garden and by Bell Square car park;

Council agreed to retain the current wording with amendments and corrections where required.

67/19 HIGHWAY MATTERS

(a) Footpath update – Council noted that there was nothing to report.

(b) Lengthsman/P3 – Council noted the following update:

- It was agreed to request the Locality Steward to organise the cutting back of two trees in Bearcroft that were obscuring two street lights.

(c) Surgery Parking – To note that the Chair had contacted the Surgery regarding the proposed additional car parking indicating that the Parish Council did not have the power to impose restrictions on who parked in the spaces.

68/19 CORRESPONDENCE – Council noted the following correspondence received:

- Locality Steward Weekly Briefing – October 2019;
- Road Closures, Herefordshire Council – October 2019 programme updates;
- Herefordshire Rural Hub – October 2019;
- The new Herefordshire Flag.

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

There being no further business the Chairman declared the meeting closed at 9:30pm.

CHAIR:

DATE: