

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Tuesday 21st January 2020

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 28th January 2020 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 26th November 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 January 2020. A full list will be presented at the meeting.

- (b) **Budget 2020/21** – To consider adopting the draft budget for 2020/21. Please see attached.
- (c) **Precept** – To agree the precept to be requested from Herefordshire Council for 2020/21. Clarification is being sought regarding the calculation of the 2020/21 Tax Base for Weobley.
- (d) **Christmas Lights** – To receive an update regarding the 2019/20 Christmas Lights scheme. Contributions have been collected, PAT testing needs to be organised and contributions towards the cost of electricity need to be agreed.

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.

10. PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council.
- (b) **Gadbridge Road (P163963)** – To receive an update.
- (c) **NDP** – To consider commencing the revision of the adopted NDP in line with the revised Herefordshire Core Strategy, which is currently being reviewed, and amendments to the National Planning Policy Framework.

11. PARISH MATTERS

- (a) **Highway Matters**– To consider a response to the proposed TRO along Portland Street. Please see the attached information.
- (b) **Play Area/Skate Park** – To receive an update on the play area and progress on the skate park.
- (c) **Rose Garden** – To receive an update on refurbishment proposals for this area.
- (d) **Tree Planting** – To consider tree planting in the Parish funded by donation.
- (e) **LEADER Funding Project** – To receive an update on progress. There will be a site meeting on Wednesday 29th January 2020 at 9am with the Locality Steward.

12. CORRESPONDENCE – To note correspondence received:

- Locality Steward Weekly Briefing – January 2020;
- Road Closures, Herefordshire Council – January 2020 programme updates;
- Herefordshire Rural Hub – January 2020;
- Parish Briefing Presentation;
- Hereford Transport Package and South Wye Transport Package decision.

13. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday 25th January 2020 at 7.00pm in the Hopelands Village Hall, Weobley HR4 8SN.

14. CONFIDENTIAL MATTERS (Public and Press to be excluded)

- (a) **Contract** – To consider response from Solicitor regarding the draft contract.

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Weobley Parish Council Meeting held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 26th November 2019 commencing at 7:00pm.

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

ALSO PRESENT: Ward Cllr Jones and two members of the public.

OFFICER PRESENT: Clerk to the Council.

PUBLIC OPEN SESSION

Two members of the public were present. The following update on the skate park was received:

- The preferred contractor, Concreate, had now been confirmed. They would be overseeing the entire project from design to build;
- A detailed design session had been held to finalise the design. Further design sessions with the High School and Primary School had been planned;
- The Gardening Club at the High School had agreed to manage the green space created within the skate park design;
- A £3,000 donation had been given to the schools to support the skate park. Some of the funding would be used to develop an art programme, including street art. The funding would also be used as match funding to draw down additional grants;
- It was expected that construction would commence in February 2020. It would take 6 to 8 weeks to construct;
- It was hoped that funding to provide an extension to, and additional paths could be secured;
- It was hoped that the shelter would become an integral part of the skate park;
- Funding had been secured for the purchase of equipment and consideration needed to be given to potentially providing a secure lockable hut on the site for storage;
- A final contract from Concreate was awaited;
- It was hoped that the skate park would help towards the future development of a youth club with local youth provision, and that funding could be secured for a youth worker at some point in the future;
- Some concerns had been expressed regarding misuse of the Village Hall car park. The Police confirmed that they had not received any calls in the last 6 months.

The following issues were raised regarding the verge outside the Village Hall:

- During the construction of the new estate in Gadbridge Road the verge outside the Village Hall had been removed and the soil compacted by heavy traffic. This had resulted in a large puddle forming outside the village hall during wet weather;
- It was requested that consideration be given to reinstating the verge. If it was to be reinstated, then it would require excavation to break up the soil and enable it to drain;
- The Parish Council confirmed that it would be liaising with the Highway Authority and the Developers regarding the reinstatement of the verge or the installation of a kerb using S106 funding generated from the development.

69/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs C Breen and V Mackie.

70/19 DECLARATION OF INTEREST

There were no Declarations of Interest made.

71/19 CO-OPTION

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

72/19 MINUTES

It was **RESOLVED** that the Minutes of the Council Meeting held on 22nd October 2019 be agreed and signed as a correct record.

73/19 MATTERS ARISING

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

- The cherry tree at the Rose Garden had been removed;
- An offer to fund additional trees in the parish had been made. This would be followed up by Cllr Lloyd. It was agreed to include an item relating to Climate Change on the next meeting agenda;
- The proposal to transfer the Pump House to the Parish Council from Welsh Water would continue to be pursued.

74/19 POLICE REPORT

The following report was received from the Police:

- On the 31st October 2019, a bike was stolen from outside of a property on the Burton Gardens estate. No progress has been made to date;
- On the 1st November 2019, a theft was reported on the Burton Gardens estate. No further progress has been made to date;
- On the 12th November, a theft of a pedal cycle from Burton Woods was reported. No further progress has been made to date;
- On the 18th November, a purse was reported stolen from Bell Square, Weobley. The investigation into this incident was still ongoing.
- From the 20th November onwards, the Police received a number of phone calls from Weobley residents to report that phone calls had been made by a person reporting to be a Police Officer and saying bank cards had been used fraudulently. The 'Police Officer' then advised the victim to go their bank and withdraw an amount of cash, to be picked up by a courier to pick up from their address. A series of these offences had been committed throughout Herefordshire by telephone fraudsters who have been targeting the elderly and vulnerable population.
- Noted that the Police would never ask an individual to hand over any money or purchase any vouchers, nor will they ask you for account details, PIN numbers or for money to be collected by couriers. If anyone received a similar call the advice was to call the Police;
- Two visitors to the village had been approached and threatened by a youth. This incident was being investigated;
- The surgeries in the Green Bean Café are still running. The next dates for your diaries are as follows:
 - Wednesday 11th December 2019 - 11am
 - Wednesday 29th January 2019 - 11am
 - Wednesday 4th March 2020 - 11am

75/19 WARD COUNCILLOR REPORT

The following report was received from Ward Cllr Jones.

- Herefordshire Council had received a good response from its budget consultation;
- An additional £550k had been earmarked for education services and social care;
- £150k had been identified to help support housing options;
- Herefordshire had one of the highest number of children in care;
- The results of the peer review had been received indicating that the Council was in a healthy financial position and was quite innovative with projects such as the university;
- In order to improve accessibility the cabinet was holding meetings in the Market Towns, The first would be in Leominster on Wednesday 27th November 2019;

- A public meeting to discuss issues with County Line crime was being arranged and would be held in Dilwyn.

76/19 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council **RESOLVED** to approve the payment of accounts relating to November 2019, amounting to £6,149.98, including VAT:

PAYEE	SERVICE	NET	VAT	TOTAL
West Mercia Energy	Library	£45.74	£2.29	£48.03
West Mercia Energy	Toilets	£23.32	£1.17	£24.49
R Russell	Salary Nov 19	£187.33	£0.00	£187.33
P Russell	Salary Nov 19	£134.23	£0.00	£134.23
P Russell	HMRC Tax	£149.60	£0.00	£149.60
P Russell	Clerk's Expenses	£40.51	£0.00	£40.51
Mrs Anderson	Fireworks	£236.00	£0.00	£236.00
Royal British Legion Poppy Appeal	Donation	£25.00	£0.00	£25.00
Richard Mills	Weed Spraying	£246.00	£49.20	£295.20
PKF Littlejohn LLP	Audit External	£240.00	£48.00	£288.00
Welsh Water	Public Conveniences	£157.14	£0.00	£157.14
DM Electrical Services	New Heater, Library	£370.00	£0.00	£370.00
Jubilee Fireworks	Fireworks Food	£2,175.00	£435.00	£2,610.00
Church	Grant	£550.00	£0.00	£550.00
Hopelands Village Hall	Grant	£465.66	£0.00	£465.66
Hopelands Village Hall	Car Park Rental	£520.00	£0.00	£520.00
R Baugh	Plumbing, toilets	£48.79	£0.00	£48.79
		£5,614.32	£535.66	£6,149.98

- (b) **Bonfire and Fireworks** – Council received the financial update regarding Bonfire Night. It was agreed:
- That the 2020 event would take place on Thursday 5th November;
 - That due to the safety issue there would be no torches;
 - Sponsorship to help defray various costs would be sought;
 - That arrangements would commence at the June 2020 meeting.
- (c) **Budget 2020/21** – Council noted the initial draft budget for 2020/21. It was agreed to develop the job description, costs and role of the environmental operative to enable a better understanding of the proposed position.
- (d) **Grant Requests** – It was **RESOLVED** to provide a grant of £465.66 to the Village Hall to meet the costs submitted.
- (e) **Christmas Lights** – Council considered the request to extend the Christmas Lights scheme in 2019. Following discussion, it was agreed to review the existing scheme and investigate the purchase of LED lights for use in 2020.

77/19 HIGHWAY MATTERS

- (a) **Footpath update** – Council noted the footpath update and **RESOLVED** to pay the invoice for mowing costs amounting to £608.40, inclusive of VAT.
- (b) **Lengthsman/P3** – Council noted the update report presented by Cllr Lloyd.

(c) **Surgery Parking** – Council noted that no further update was available.

78/19 PLANNING MATTERS

(a) **Planning** – Council **RESOLVED** to submit the following comments to Herefordshire Council:

APPLICATION: P193841
SITE: Land at Oaklands Holt, Gadbridge Road, Weobley HR4 8SN
DESCRIPTION: Proposed works to T1 mixed field hedge - reduce to 1.2m. T2 mixed field hedge - reduce to 1.2m.
COMMENT: No objection

APPLICATION: P193796
SITE: High House, Meadow Street, Weobley, Hereford HR4 8SF
DESCRIPTION: Removal and replacement of decayed traditional oak framing. Removal of painted brick infill panels (some rendered) to facilitate the work, and replacement with either render/brick as existing or rendered insulated timber framed panels. Associated removal and replacement of internal plaster linings and timber panelled lining of stairwell/hall.
COMMENT: No objection

APPLICATION: P193753
SITE: Little Croft, Broad Street, Weobley HR4 8SA
DESCRIPTION: T1 - Silver birch - fell because tree has outgrown its position.
COMMENT: No objection subject to the views of the Tree Officer.

APPLICATION: P193472/P193473 (LBS)
SITE: Tudor Cottage, Broad Street, Weobley HR4 8SA
DESCRIPTION: Proposed hardwood construction of covered area with toughened glass roof.
COMMENT: No objection

(b) **Gadbridge Road (P163963)** – Following consideration, Council agreed to:

- Request an estimate of the cost to reinstate the verge with a pavement using S106 funding;
- Contact Freemans to request a contribution towards the overall cost;
- Request a further contribution from Freemans to help address the drainage issues now being experienced;
- Contact the Planners and the Locality Steward to consider a design that would help prevent parking in this area and to install a drainage channel across the front of the Village Hall entrance.

(c) **Pepperplock Application (P181050)** – Council noted that no further update was available.

79/19 PARISH MATTERS

(a) **Pump House** – Council noted that no further update had been received from Welsh Water.

(b) **Post Office** – Council noted that the mobile Post office was investigating options to visit Weobley three times a week in the New Year, possibly on a Monday, Wednesday and Friday. Public consultation will be required prior to any changes being implemented.

(c) **Highways Task & Finish Group** – Council noted that there was no further update at present.

(d) **Play Area/Skate Park** – Council noted the Play Area update reported submitted by Cllr Breen, including the delivery of the new mower in March 2020 and a RoSPA inspection to be carried out at a cost of £90.

(e) **Rose Garden** – Council agreed to fund a new flag for the Rose Garden flagpole at a cost of £15.

Council considered the request to erect a picnic bench in the Rose Garden. Following discussion, it was agreed to discuss various options put forward with the person making the request prior to making a final decision.

(f) **LEADER Funding Project** – Council considered the draft Welcome Signs design and, following consideration, agreed to:

- Lighten the Church Spire;
- Include paving in the foreground;
- Obtain examples of the frame for the interpretation panels;
- Liaise with Visual Works to finalise the design prior to submitted them to Balfour Beatty for approval.

80/19 CORRESPONDENCE – Council noted the following correspondence received:

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

81/19 DATE OF NEXT MEETING

The Budget Task & Finish Group agreed to meet in January 2020 to discuss the Environmental Operative, the Lengthsman works and a new Christmas lighting scheme.

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

There being no further business the Chairman declared the meeting closed at 9:51pm.

CHAIR:

DATE: