

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Wednesday 9th September 2020

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

NOTICE OF MEETING

You are hereby summoned to attend the Parish Council Meeting of Weobley Parish Council which will be held remotely via the Zoom platform on Tuesday 15th September 2020 commencing at 7:00pm at which your attendance is required. The Zoom link can be followed [here](#).

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. **MINUTES**
The Minutes of the Council Meeting held on 28th July 2020 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**
To receive a report from Ward Cllr Jones.
7. **FINANCES & POLICY**
 - (a) **Accounts Outstanding and Financial Statement** – To approve the payment of accounts relating to August and September 2020.
 - (b) **Fireworks Event** – To consider the proposal to cancel this event in 2020.
 - (c) **Post Office Van** – To receive an update regarding the Mobile Post Office van.

- (d) **Website Revision** – To ratify the expenditure to upgrade the website to meet the Public Sector Bodies (Websites & Mobile Applications No.2) Accessibility Regulations 2018 comes into force on 23rd September 2020.
- (e) **Remembrance Sunday** – To consider the involvement of the Parish Council in the commemoration arrangements following receipt of the recent information from the Royal British Legion.
- (f) **National Salary Award** – To ratify the salary award increase to the Clerk to the Council. The Clerk is currently on Scale 19 (£12.89 per hour) and this will go up to £13.24 backdated to 1st April 2020.
- (g) **Clerk to the Council** – To receive an update regarding the recruitment of a new Parish Clerk and to ratify the expenditure to appoint HALC to oversee the recruitment process.

8. HIGHWAY MATTERS

- (a) **Footpath update** – To receive an update if available and to ratify the purchase of a new mower for the Rose Garden and Footpaths at a cost of £290 + VAT.
- (b) **Provision of Footpath by Village Hall** – To consider whether to agree to request this work to go ahead using S106 funding.
- (c) **Christmas Lights** – To receive an update from Cllr Breen regarding the proposed LED trial of Christmas Lights in the High Street.
- (d) **Lengthsman Tasks** – To consider works to be undertaken by the Lengthsman.

9. PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council. See update sheet.
- (b) **Planning White Paper** – To consider responding to this consultation.

10. PARISH MATTERS

- (a) **Play Area** – To receive an update regarding play area maintenance. To note that the new kissing gate at the Gadbridge Road entrance has been installed.
- (b) **Skate Park** – To receive an update regarding the development of the Skate Park.
- (c) **Rose Garden** – To receive an update if available.
- (d) **LEADER Funding Project** – To receive an update if available.

11. CORRESPONDENCE – To note the receipt of the following correspondence:

- Annual Canvass – Herefordshire Council
- Car parking charges consultation – Herefordshire Council
- Locality Steward update – August and September 2020
- Herefordshire Council Covid-19 updates
- Road Closure information – August and September 2020
- HALC Training and updates – August and September 2020
- Herefordshire Housing and Economic Land Availability Assessment data gathering.

12. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday 27th October 2020 at 7.00pm at the Hopelands Village Hall, Weobley HR4 8SN.

Topic: Council Meeting

Time: Sep 15, 2020 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/82762766510?pwd=Y3E0TzVubTVGbWFGMjBhMnZicGpXQT09>

Meeting ID: 827 6276 6510

Passcode: 937728

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Weobley Parish Council Meeting held remotely via the Zoom platform on Tuesday 28th July 2020 commencing at 7:00pm.

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

ALSO PRESENT: Ward Cllr Jones.

OFFICER PRESENT: Clerk to the Council.

PUBLIC OPEN SESSION – There were no members of the public present. No matters were raised.

25/20 APOLOGIES FOR ABSENCE

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

It was **RESOLVED** to grant special dispensation to Cllr West regarding attendance due to the Covid-19 emergency.

26/20 DECLARATION OF INTEREST

The following Declaration of Interest was made:

- Cllr Lloyd: Planning Application P201778.

27/20 MINUTES

It was **RESOLVED** that the Minutes of the Council Meeting held on 23rd June 2020 be agreed and signed as a correct record.

28/20 MATTERS ARISING

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

- It was agreed to review the Fireworks event at the next Parish Council meeting in September. Following discussion, it was **RESOLVED** to bring that meeting forward to Tuesday 15th September 2020 in order to meet various publicity deadlines regarding this event and to see what the latest Covid guidance regarding gatherings would be;
- It was agreed to engage a local electrician to repair the light in the toilets. **Action:** Cllr Anderson;
- It was agreed to organize a roof survey and carry out immediate repairs to the library roof. **Action:** Cllr Simons;
- Council noted the update regarding the “Branching Out” grant application;
- It was noted that the sandbags at Bell Square car park were still there. It was agreed to try to get them removed. **Action:** Cllr Anderson;
- It was noted that the weeds were growing again round the Rose Garden. These would be addressed. **Action:** Cllr Lloyd.
- Pump House – To pursue the transfer of this building. **Action:** The Clerk

29/20 POLICE REPORT

The Police were unable to be present. The following matters were noted:

- Concern was expressed regarding some antisocial behaviour in the centre of Weobley following the lifting of Covid restrictions recently. It was agreed to monitor this. **Action:** Cllr Anderson;
- Cllr Breen informed Council that following the reporting of the recent theft and vandalism issues at the play area the Police would be stepping up patrols in the area.

30/20 WARD COUNCILLOR REPORT

Council received the following report from Ward Cllr Jones:

- Herefordshire Council had held its first remote meeting on 17th July 2020. Concerns raised included the loss of revenue especially from parking charges. A shortfall of between £10-£15 million was being predicted for the financial year;
- There was also a shortfall in funding to address the recent flood repairs. A special meeting to consider borrowing £4 million to cover the costs would be held on Tuesday 4th August 2020. It would also discuss the diversion of current funding to help meet the flood damage repair costs;
- The Leader of the Council had provided an update on the Transport Strategy. This was still going ahead but would now be completed by the end of September, not July;
- Cllr Jones had redirected planning applications P201645 and P201532;
- The issue of the telegraph poles at Fenhampton on the B4230 had been followed up. It was being proposed that reflectors be temporarily installed on the poles. Following discussion it was agreed to contact the Garnstone Estates to take action to rectify this issue and relocate the poles as there were health and safety concerns;
- It was noted that green plastic bags were only available from Hereford or Leominster at certain times. An appointment was required to enable purchase and collection;
- Concern was expressed that the litter bins in Weobley were overflowing and it appeared that they had not been emptied the previous week. It was agreed to report this to the Locality Steward;
- There was no further update following the meeting about the fence between Freeman Homes and the Bearcroft residents. Cllr Jones would follow this up.

31/20 FINANCES & POLICY

(a) **Covid-19 Support Update** – Council received the following Covid-19 update:

- The volunteer help in Weobley was still in place but demand had dropped. It was expected that the Group would stay together but reduce in size;
- The Parish summit had provided a countywide update on the Covid-19 crisis and the Council's response. Over 90 people had attended. Testing was being carried out and there was an effort to ensure that the vulnerable were fit for winter. To date there had been 866 cases of Covid-19 in the County.

(b) **Accounts Outstanding and Financial Statement** – Council approved the following payment of accounts relating to July 2020:

PAYEE	SERVICE	NET	VAT	TOTAL
P Russell	Salary June 20	£402.45	£0.00	£402.45
P Russell	Clerk's Expenses	£53.42	£3.06	£56.48
P Russell	HMRC Cumbernauld	£44.40	£0.00	£44.40
Citron Hygiene UK Ltd	Duty of Care compliance	£35.00	£7.00	£42.00
Mary Kenny	WC sundries (Aldi)	£7.51	£1.50	£9.01
Mary Kenny	WC sundries (Co-op)	£1.29	£0.26	£1.55
Richard Baugh	New post & Gate, Play Area	£120.00	£0.00	£120.00
C Breen (Play Area)	Gloves	£10.99	£0.00	£10.99
C Breen (Play Area)	Litter picker	£12.57	£0.00	£12.57
C Breen (Play Area)	Hand Sanitiser	£37.15	£6.50	£43.65
C Breen (Play Area)	Presteigne Gates	£328.50	£65.70	£394.20
C Breen (Play Area)	Evans Farm & Country Supplies	£60.00	£12.00	£72.00
C Breen (Play Area)	Morrisons Fuel	£15.83	£3.17	£19.00
C Breen (Play Area)	MCBS	£35.95	£7.19	£43.14
P M Lloyd	Ink, paper & laminating expenses	£50.00	£0.00	£50.00

Richard Mills	LEADER - Noticeboard	£500.00	£100.00	£600.00
Richard Mills	Weed spraying	£432.00	£86.40	£518.40
		£2,147.06	£292.78	£2,439.84

- (c) **Internal Audit** – Council **NOTED** the outcome of the recent internal audit undertaken. No issues had been raised.
- (d) **Annual Governance Statement** – Council **RESOLVED** to formally approve the Annual Governance Statement for 2019/20.
- (e) **Accounting Statements** – Council **RESOLVED** to formally approve the Accounting Statements for 2019/20. Please see attached AGAR.
- (f) **Post Office Van** – Council received the update received from the Post Office regarding the Mobile Post Office van in Weobley. The service would move to Tuesday afternoon and be in Weobley from 12:45 to 3:15pm as from 21st July 2020. A review would be undertaken once the schools had returned in September. Cllr Anderson would contact the Hereford Times to ensure that the incorrect times published were corrected.
- (g) **Deliveries to Doctors Surgery** – Council noted the reply received from the surgery regarding deliveries.
- (h) **Website Revision** – Council noted that the Public Sector Bodies (Websites & Mobile Applications No.2) Accessibility Regulations 2018 would come into force on 23rd September 2020. By that date all parish, town & borough councils must have a website that complied with Website Content Accessibility Guidelines (WCAG) 2.1 AA rating so that it met Accessibility Guidelines as set out in the Public Sector Bodies Accessibility regulations. It was agreed to contact the current web provider to ensure that the website would meet this regulation by September and that the servers would be secure.
- (i) **Clerk to the Council** – Council noted that the Clerk to the Council would be leaving his post once a new Clerk had been appointed. Following discussion, it was agreed to allocate a budget of up to £250 for recruitment costs and to begin the recruitment of a new Parish Clerk.

32/20 HIGHWAY MATTERS

- (a) **Footpath update** – Council noted the footpath update. The issue with the mower had been resolved and the wheel had now been repaired. Cllr Ware agreed to continue as the Weobley Footpath Officer and Council thanked him for the excellent job he was doing. The paths were currently being used very well partly due to the excellent condition they were in and the poor state of neighbouring parish footpaths.
- (b) **Lengthsman Tasks** – Following discussion Council agreed to finalise the annual Lengthsman work schedule in order to tender the contract for 2021/22. Cllr Saunders agreed to support Cllrs Lloyd and Anderson in developing this document. It was agreed to report the weeds and hedge overgrowing the pavement at the Abattoir and request that this be addressed.
- (c) **No Cycling Signage** – Council noted that a request for additional/improved no cycling signage at the top of Bearcroft had been received. It was agreed to liaise with the Locality Steward regarding possible options.
- (d) **Garnstone Drive and Bearcroft Fence** – This matter had been discussed under Minute 30/20. Cllr Jones would continue to pursue this matter.

- (e) **Noticeboard, Surgery** – Council noted that the noticeboard at the surgery needed some renovating. Cllr Apps offered to carry out some repairs and renovate it.

33/20 PLANNING MATTERS

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

- APPLICATION:** P201778
SITE: Plot 4, The Paddocks, Weobley, Herefordshire
DESCRIPTION: Non-material amendment to NW2000/0941/F (Erection of 4 no. detached houses with double garages). For various changes to plans and car parking.
COMMENT: Application approved
- APPLICATION:** P201820
SITE: Plot 1, Land Adjacent to The Cwm, Construction of Self Build Dwelling With Ancillary Garage Meadow Street, Weobley HR4 8SF
DESCRIPTION: Application for approval of details reserved by conditions 3 4 7 9 11 12 15 attached to planning permission 174709.
COMMENT: Application noted. Council agreed to highlight the additional piece of land to the west that had now been included in this planning application therefore making it different from the original application 174709.
- APPLICATION:** P201845
SITE: 1 The Garbutts, Burton Gardens, Weobley, Herefordshire HR4 8RU
DESCRIPTION: Proposed works to Goat Willow (No 4) is in serious decline and leaning into the road. Remove dangerous tree. Flowering Cherry (No 13) next to garage has rot in 1 raised root. Cut rot out to stop it spreading in to main trunk.
COMMENT: Council wished to clarify why the decision notice refers to the replanting of a cherry tree when it was the goat willow that was to be removed.
- APPLICATION:** P201750
SITE: Fair View Weobley Hereford Herefordshire HR4 8QS
DESCRIPTION: Proposed extension and external alterations.
COMMENT: Council agreed to submit the following comments regarding this application:
- Council wished to express its concern regarding the proposal to 'render' the central section of the east elevation and wishes to request that the original design be maintained as this would be in keeping with other timber framed properties within the village;
 - Council considers that it would be preferable to retain/repair the timber framing as part of maintaining the character of the village;
 - The relocation of the front door would detract from the history and character of the building.
- APPLICATION:** P201949
SITE: 2 Portland Close, Weobley, Herefordshire HR4 8SQ
DESCRIPTION: Conifer (T1) - fell because it has outgrown its position. Conifer (T2)- fell because it has outgrown its position
COMMENT: Application has been approved.
- APPLICATION:** P201959
SITE: Fairlawn, Hereford Road, Weobley, Herefordshire HR4 8SW
DESCRIPTION: Yew tree (1) - Lift canopy clear of roof and raise crown over drive side by removing low branch only. Lightly reduce remaining crown by 1 metre all over to leave a more compact and pleasing appearance. Norway Maple (2) - Thin upper canopy by

approximately one third removing taller shoots to lightly reduce in height but thin in upper crown to allow more dappled shade through to property. Apple tree (3) - (EXEMPT) Remove dead section and reduce outer canopy by approximately one third, removing end weight to prevent branch collapse. Laurel (4) - (EXEMPT) Reduce in height to approximately 2.5 metres above ground level. Ash tree (5) - remove large side stem.

COMMENT: Application has been approved.

APPLICATION: P202320

SITE: Parkfields, Church Road, Weobley, Hereford, Herefordshire HR4 8SD

DESCRIPTION: T1 Leylandii - fell to ground level as outgrown its position.

COMMENT: Application noted.

APPLICATION: P201645

SITE: 3 High Street Weobley Hereford Herefordshire HR4 8SL

DESCRIPTION: Provision of 2 no. additional rooflights on north elevation of barn

COMMENT: Weobley Parish Council wishes to support this application and would support approval as it does not have a visual impact on the dwelling. Noted that this application has been redirected by the Ward Councillor.

Council noted that planning applications 201577/8, 2 Portland Street for the replacement of all external windows and doors and internal alterations had been withdrawn.

- (b) **Planning Working Group** – Following discussion, Council **RESOLVED** to set up a Planning Working Group to respond to planning applications within the 21 day consultation period and to give it delegated authority to respond on behalf of Weobley Parish Council during the months of August and December when the Parish Council does not meet.

Cllrs Anderson, Apps, Lloyd and Simons were formally appointed to the Working Group.

34/20 PARISH MATTERS

- (a) **Play Area** – Council noted the following update:

- It had been noted that user numbers had not exceeded 30 at any one time. The sanitiser bottles had been stolen over five days and would not be replaced;
- One adult only per child advice would not be enforced;
- It was agreed to ask Cllr Ware if he would undertake the mowing of the football field and to roll the ground as it was heavily ridged;
- The old mower had been for £325 and auction fee had been avoided;
- Photographs of the new pedestrian gate had been sent to Freemans for information;
- 7 of 10 static stilts of 'off the ground trail' were found snapped off and left in a dangerous condition on the evening of 20th July 2020. However, there was no CCTV evidence. This incident plus sanitiser bottle thefts were reported to police, and local police team;
- All the remaining stilts will be cut off at ground level and replaced.

- (b) **Skate Park** – There was no further update to report regarding the Skate Park. It was hoped that construction would commence in September 2020.

- (c) **Rose Garden** – Council ratified the quotation of £80 to remove the stump. The Working Group had met and the revised plans would be submitted to Herefordshire Council for approval. It was noted that the Green Bean request to use the Rose Garden was currently being considered by Herefordshire Council. The donation towards the trees to be planted at the Rose Garden would be followed up.

- (d) **Donation of Land** – Council noted the recent information received regarding land being donated to the village and put in Trust for use by the community. It was noted that the site would need to generate some income to help meet maintenance costs. Further information was awaited.
- (e) **LEADER Funding Project** – Council noted that the interpretation panels would be installed in the next few weeks alongside the entrance signs, and the Welcome to Weobley map had now been finalised and an amended version created by Visual Works. The programme ended on 31st July 2020.

35/20 CORRESPONDENCE – Council noted the following correspondence:

- Locality Steward update – July 2020
- Herefordshire Council Covid-19 updates
- Road Closure information – July 2020
- Annual Canvass information
- HWFR - Community Risk Management Plan 2021-25
- HALC Training and updates – July 2020

36/20 DATE OF NEXT MEETING

Council **RESOLVED** to hold the next meeting of the Council on Tuesday 15th September 2020 at 7.00pm. It would be held either remotely via Zoom or at the Hopelands Village Hall, Weobley HR4 8SN.

There being no further business the Chairman declared the meeting closed at 9:20pm.

CHAIR:

DATE: