

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Wednesday 21st October 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 **Monday 26th October 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 15th September 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) **Village Hall Annual Grant** – To consider the annual grant for the Village Hall for annual safety checks.
 - (b) **Royal British Legion Donation** – To consider making an annual donation to the RBL for a wreath. IN previous years this has been £25 but Council may wish to consider increasing the amount.

- (c) **Accounts Outstanding and Financial Statement** – To approve the payment of accounts relating to October 2020.
- (d) **Post Office Van** – To note the temporary time and place of the van due to the current operator being unwell.
- (e) **Website Revision** – To note that upgrades to the website have been completed and it now meets the Public Sector Bodies (Websites & Mobile Applications No.2) Accessibility Regulations 2018.
- (f) **Clerk to the Council** – To receive a verbal update regarding the recruitment of a new Parish Clerk.
- (g) **The Library** – To note that plans are being drawn up to reopen the library sometime in the future. A drone survey is currently being arranged.
- (h) **Bonfire & Fireworks** – To receive an update on the relocation of this event in 2021 and to confirm a date to hold the 2021 event.
- (j) **Weobley Support Group** – To consider the Parish Council acting as the registering organisation for volunteers to have DBS checks at a cost of £15 per person.

8. HIGHWAY MATTERS

- (a) **Footpath update** – To receive an update if available.
- (b) **The Pump House & Bell Square Car Park** – To note the receipt of the asbestos survey and to agree a way forward with Welsh Water and to consider the current lease for the existing car park.
- (c) **Provision of Footpath by Village Hall** – To note that this work has now been requested and will be funded using S106 funding.
- (d) **Christmas Lights** – To receive an update from Cllr Breen regarding the Christmas Lights.
- (e) **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.

10. PARISH MATTERS

- (a) **Play Area** – To receive an update regarding play area maintenance. Council is requested to consider an expenditure of £250 to renew the CCTV recorder and relocate it to improve access. Council is also requested to consider expenditure to replace the pedestrian gate, which is not H&S compliant. The old gate will be reused elsewhere. Recent vandalism has been reported to the SNT.
- (b) **Skate Park** – To receive an update regarding the development of the Skate Park. A further delay has been experienced whilst permission is requested from the electricity company to access the site due to overhead power cables.
- (c) **Rose Garden** – To receive an update if available. A request for a licence to carry out the mowing has been requested from Balfour Beatty.
- (d) **LEADER Funding Project** – To note that the Working Group have reviewed the information board amendments. A location has been agreed at the Village Hall but confirmation of the locations at the Bell Square car park and the village centre is required.

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

- Locality Steward update – October 2020
- Herefordshire Council Covid-19 updates
- PROW Newsletter
- Herefordshire Council Physical Activity Strategy consultation
- Road Closure information – October 2020
- HALC Training and updates – October 2020

12. DATE OF NEXT MEETING

The next meeting of the Council will be held on Monday 23rd or Wednesday 25th November 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

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Weobley Parish Council Meeting held remotely via the Zoom platform on Tuesday 15th September 2020 commencing at 7:00pm.

MEMBERS PRESENT: Councillors L Anderson (Chair), J Simons (Vice Chair), A Apps, C Breen, P Lloyd, H Quinlan, 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.

37/20 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs V Mackie and M West.

38/20 DECLARATION OF INTEREST

The following Declaration of Interest was made:

- Cllr Lloyd: Personal – Tree surgeon.

39/20 MINUTES

It was **RESOLVED** that the Minutes of the Council Meeting held on 28th July 2020 be agreed and signed as a correct record.

40/20 MATTERS ARISING

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

- It was agreed to investigate the options to provide wall mounted sanitiser units at the public toilets. It was noted that the public toilets had remained open throughout the Covid pandemic to enable care workers and delivery drivers use the facilities if needed;
- Cllr Simons agreed to organise a roof survey to be carried out on the library building;
- It was agreed to develop a job description for the in-house maintenance operative and place an article in the Magpie to see if anyone locally was interested in the position;
- It was agreed to continue to chase up the Pump House transfer;
- It was noted that the Scouts were planning to assist in tree planting.

41/20 POLICE REPORT

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

- Cllr Breen had endeavoured to report the vandalism in the play area but had been unable to get through on the 101 number.

42/20 WARD COUNCILLOR REPORT

Council received the following report from Ward Cllr Jones:

- Herefordshire Council had a current deficit of approximately £6 million with an estimated shortfall of between £10-£15 million being predicted for the financial year;
- Waste recycling sites had now reverted back to appointment only at Leominster and Rotherwas;
- The active travel measures in Hereford were proving unpopular with a high level of complaints being received. A number have been revised with others not being implemented;
- Housing land availability was reported at 3.69 years with more housing being built last year than in the previous three years;

- The issue at Beacroft had not yet been resolved; the retrospective planning application at 15 Beacroft had not been decided although work on the approved section was continuing.
- application had been submitted to move the telegraph poles on the B4230 as previously discussed. It was a long process to move them and would require a wayleave and a planning application. It was noted that reflectors had been installed. It was clarified at the meeting that it was the landowner not HC who originally wrapped the reflective tape around the poles following concerns.
- The planning application relating to 3 High Street was to be considered by the Planning Committee in the near future;
- The application to provide a classroom (portacabin) P201432 had been withdrawn and a retrospective application was expected.

43/20 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council approved the following payment of accounts relating to August and September 2020:

PAYEE	SERVICE	NET	VAT	TOTAL
West Mercia Energy	Rose Garden	£10.68	£0.53	£11.21
West Mercia Energy	Rose Garden	£11.04	£0.55	£11.59
West Mercia Energy	Rose Garden	£10.68	£0.53	£11.21
West Mercia Energy	Rose Garden	£10.51	£0.53	£11.04
West Mercia Energy	Toilets	£16.44	£0.82	£17.26
West Mercia Energy	Library	£37.45	£1.87	£39.32
West Mercia Energy	Toilets	£16.02	£0.80	£16.82
West Mercia Energy	Library	£37.74	£1.89	£39.63
West Mercia Energy	Toilets	£15.31	£0.77	£16.08
West Mercia Energy	Library	£35.48	£1.78	£37.26
West Mercia Energy	Toilets	£15.46	£0.77	£16.23
West Mercia Energy	Library	£39.58	£1.98	£41.56
Magpie Magazines	Support (Covid)	£638.50	£0.00	£638.50
P Russell	Salary Aug 20	£402.45	£0.00	£402.45
HMRC Cumbernauld	PAYE/NI P Russell	£44.40	£0.00	£44.40
P Russell	Salary Sept 20	£460.65	£0.00	£460.65
P Russell	Clerk's Expenses	£50.99	£0.00	£50.99
HMRC Cumbernauld	PAYE/NI P Russell	£59.00	£0.00	£59.00
Magpie Magazines	Postal Subscription	£13.00	£0.00	£13.00
Chris Breen	Travis Perkins (play area)	£77.27	£15.45	£92.72
Chris Breen	LBS (keys)	£5.83	£1.17	£7.00
Chris Breen	Blue tissue paper	£10.45	£0.00	£10.45
Sturdy Fencing	Stump removal	£80.00	£0.00	£80.00
A C Davies	Light repair, toilets	£153.82	£0.00	£153.82
		£2,252.75	£29.44	£2,282.19

- (b) **Fireworks Event** – Council discussed the Fireworks night event scheduled to take place on 5th November 2020 and, following consideration, **RESOLVED**:
- That the event be cancelled in 2020 due to the uncertainty regarding the Covid pandemic, changing restrictions and the health and safety of the public attending and residents of the village;
 - That Council investigates an alternative site for the 2021 event which might have more space;
 - That Jubilee Fireworks retains the deposit paid to be used towards the cost of next year's event.
- (c) **Post Office Van** – Council noted that no further information had been received and that no issues had been reported regarding the day and time changes related to the Mobile Post Office van.

- (d) **Website Revision** – Council **RESOLVED** to ratify the expenditure to upgrade the website to meet the Public Sector Bodies (Websites & Mobile Applications No.2) Accessibility Regulations 2018.
- (e) **Remembrance Sunday** – Council noted the information provided by the Royal British Legion regarding future road closures and the requirement for the Parish Council to apply to Balfour Beatty/Herefordshire Council for future road closures. Council **RESOLVED** that it would apply for any future road closures if required. The Royal British Legion would be responsible for marshalling the Remembrance Parade.
- (f) **National Salary Award** – Council **RESOLVED** to ratify the salary award increase for the Clerk to the Council. The Clerk’s salary was currently Scale 19 (£12.89 per hour) and this would increase to £13.24 per hour backdated to 1st April 2020.
- (g) **Clerk to the Council** – Council **RESOLVED** to accept the quotation received from HALC for £200 + VAT to oversee the recruitment of a new Clerk. The post had been advertised and it was agreed to obtain an update from HALC.

The current Clerk had agreed to continue until a replacement had been appointed but informed the Council that he may have a clash with meeting dates over the next few months. Council agreed to consider moving meeting dates to ensure that the Clerk was available.

44/20 HIGHWAY MATTERS

- (a) **Footpath update** – Council noted that Cllr Ware had been undertaking the mowing of the footpaths over the last few days to ensure they were accessible and in good condition.

Council **RESOLVED** to ratify the purchase of a new mower for the Rose Garden and Footpaths at a cost of £290 + VAT.

It was agreed to contact Stonewater regarding the maintenance to the Chicken Run.

- (b) **Provision of Footpath by Village Hall** – Due to the lack of response from Herefordshire Council regarding the balances available through the S106 funding Council agreed to defer this matter until further information had been received.
- (c) **Christmas Lights** – Council noted the options presented by Cllr Breen regarding the proposed LED trial of Christmas Lights in the High Street. Following consideration it was **RESOLVED** to purchase a full string of LED lights to run from the Unicorn Pub to the end of Unicorn House at a cost of £219.57 + VAT. It was further agreed to carry out PAT testing on the other strings of lights.
- (d) **Lengthsman Tasks** – Following consideration, Council agreed to undertake the following works:
 - Erection of notice board in Bell Square. Sockets had already been installed;
 - Weed spraying in the centre of the village;
 - Request a second street clean sweep of the village via the Locality Steward;
 - Report the issues at Whitehill including the undergrowth by abattoir, the verge adjacent to the abattoir and Industrial Estate and the verge by Whitehill House;
 - Repair the kerb by butchers;
 - Request that the verge along Church Road be cut;
 - Request that the trees obscuring the streetlights along Bearcroft and Hereford Road be cut back. Garnstone Estates would be contacted regarding the trees along Hereford Road;
 - Submit an application to address the trees in Bell Square.

45/20 PLANNING MATTERS

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

APPLICATION: P202284
SITE: 3 High Street, Weobley, Hereford, Herefordshire HR4 8SL
DESCRIPTION: Application for variation of condition 2 of planning permission 184664 (Proposed alterations to the dwelling house, conversion of loft, and change of use of adjoining barn to provide additional living accommodation). To accommodate 2 no. additional roof windows on North Elevation of Barn.
COMMENT: No objection. It was noted that this was to be considered at the Herefordshire Council Planning Committee.

APPLICATION: P202433
SITE: Rowan House, 33 Bearcroft, Weobley, Hereford, Herefordshire HR4 8TA
DESCRIPTION: Proposed works to Field Maple (T1) - Crown due to excessive shading to neighbours property.
COMMENT: No objection subject to comments of the Tree Warden.

APPLICATION: P202342/P202343
SITE: 2 Portland Street, Weobley, Hereford, Herefordshire HR4 8SB
DESCRIPTION: Proposed replacement of the rear external windows, the replacement of the front & rear external doors. Internal alterations including the partial demolition of 2no. ground floor walls, 3no. doors, 1no. redundant fire place & blocking up of 1no. doorway. The majority of the existing boundary fence panels are in poor condition and are to be replaced. Alterations to a listed building and site boundaries.
COMMENT: No objection.

APPLICATION: P202833
SITE: Land east of Weobley Primary School, Weobley, Hereford, Herefordshire
DESCRIPTION: Reserved matters following approval 132674/O - 15 dwellings.
COMMENT: Comments contained in Appendix One.

(b) **Planning White Paper** – Following consideration, Council agreed that the Clerk develop and draft response for Councillors to review. Closing date of the consultation was 1st October 2020.

46/20 PARISH MATTERS

(a) **Play Area** – Council received an update from Cllr Breen. Two quotations had been received for the tree pollarding and the quote from Gareth Higgs had been accepted. It was agreed to hire a roller to help maintain the surface and the vandalized seat had now been repaired. The spring in the main gate would also be replaced.

(b) **Skate Park** – Council received the update from Cllr Breen. The Contractor was expected to commence construction within the next few weeks but had not attended initial meetings to outline requirements including access and storage. It was agreed to obtain reassurances from Concreate Ltd regarding its schedule of works.

(c) **Rose Garden** – Council noted that no further update was available. It was agreed to request a licence to carry out the moling works and accept the quotations received amounting to £860 to complete the works and additional electrical provision.

(d) **LEADER Funding Project** – Council noted the update provided. Final design works to the Information Boards were being completed whilst all the other signage and interpretation panels had now been installed.

47/20 **CORRESPONDENCE** – Council noted the following correspondence received:

- 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.

48/20 DATE OF NEXT MEETING

Council noted that the next meeting of the Council would be held on Tuesday 27th October 2020 at 7.00pm remotely via the Zoom platform.

There being no further business the Chairman declared the meeting closed at 9:49pm.

CHAIR:

DATE:

Outline permission for this site has previously been granted and the site is one of two referred to under Weobley Neighbourhood Plan Policy WEO16 Housing Sites in Weobley Village. The Policy notes ‘..it is necessary to ensure (their) development continues to meet the design and other requirements set out in this plan, should any revisions come forward..’

Highways and Transport (Policies WE012, WEO15, WEO22, WEO23)

- Clarification is needed in respect of what appears to be a proposed grass verge adjacent to the roadside at the entrance to the development. A verge here would be unsuitable due to potential erosion by vehicles, including large farm vehicles, travelling along this route. This area is also used for parking by parents collecting children from the neighbouring schools. The verge would be eroded by vehicles parking here or negotiating a narrower passageway caused by parked vehicles (residents and school traffic) on the other side of the road at Pepper Plock Ley. The area is very congested at the start and end of the school day. Parents also park their cars on adjacent roads, including inside the Burtonwood estate and Pepper Plock Ley. It is likely that they would use this new development in the same manner.
Concerns over traffic and road safety issues outside the schools have already been highlighted via our response to the Outline application P132674 and the need for traffic calming measures and school crossings.
- The entrance to the development seems very narrow, as do the internal roadways. We note that the internal roads are constructed from a mixture of block paving. There is concern over pedestrian safety as it is unclear what pavement provision has been made within the development, particularly the area to the front of Plots 1 – 4 where gardens appear to adjoin the internal road.
- Parking provision has been provided at a rate of two vehicles per plot with the exception of Plots 1 – 5 where a garage is also proposed. There are concerns that the level of occupancy of the dwellings may require additional parking provision for some, if not all, the plots. This may lead to parking in non-designated areas, including on-road parking, obstruction and safety issues. Resident parking in the recently built Garnstone Drive development in Gadbridge Road where some households have insufficient off-road parking illustrates this.
- The large area of hard landscaping includes proposed permeable block paving for some internal areas of the development, including the parking areas for Plots 1 to 10, but this does not appear to be the case for Plots 11 to 5.
- Are there any proposals for street lighting for the development?

Design and Layout (Policies WEO1, WE08, WE09, WE10, WEO12, WEO13, WEO15, WEO17)

- The external design of the houses and the materials used reflects the rural location and local styles. The internal spaces of the larger dwellings are smaller than might be expected, although proportionally the external sizes and designs sit well together.
- Although the dwellings all have chimneys, there doesn't seem to be any provision for solid fuel heating. The type of heating proposed has not been indicated and it is hoped that consideration is given to climate change and green solutions.
- We note that bike and bin storage appears to have been provided as per our response to the earlier outline application.
- The layout of the development should take into account the issues highlighted above under Highways and Transport. Space within the development to accommodate this could be achieved by setting the dwellings on Plots 1 to 4 further back on their plots.
- The proposed pond, although an attractive feature, has safety implications and its removal and the reconfiguring of its location might also resolve issues with Highways and Transport. What proposals are there to also manage this area?
- Clarification is needed re the area to the west of Plots 11 to 15. Is this communal space and if so, what proposals are there to manage this area? Reconfiguration could resolve issues with Transport and Parking.

- If Plots 11 to 15 were reconfigured this could increase the amount of amenity space for the occupiers, e.g. rear garden space. We question the provision of small garden areas and trees at the front of each dwelling as these spaces may be difficult to manage and maintain.

Drainage (Policies WE05, WEO11, WEO15)

- No information has been provided, e.g. how will foul drainage run to the public sewer? This must be resolved to the satisfaction of all parties ahead of the start of development.

S106 Development funds (Policies WE06, WEO17, WEO18)

- Clarification is needed re the provision of the 'affordable' element of the housing as the site layout has changed from that submitted in the Outline application P132674. The S106 Legal Agreement of September 2007 shows that five dwellings should be designated as Affordable and these no longer correspond to those plots indicated in the original application.
- We note that provision has been made within the S106 Legal Agreement for the 'affordable' element of the proposed housing to be allocated to those with a local connection to the parish of Weobley prior to extending the allocation to those with a connection to local parishes or the county of Hereford. We would ask that a sufficient time period is allowed to permit local applicants to apply ahead of the offer being extended.
- The Parish Council would ask that we are notified of any adjustment to monies due from the S106 levy as per the Legal Agreement and are consulted in respect of any allocation of the funds to ensure that these are spent locally and meet the needs of the parish

The Parish Council would also like to request that they are consulted regarding the naming of the development.