

WHITBOURNE PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council
held on Tuesday 12th May 2015 at 7.30 pm in Whitbourne Village Hall

PRESENT: Cllrs M Williams, R James, J Cummins, G Cupper, A Evans, J Bromley, C White, N Knight and P Wood.

In attendance: Acting Clerk: Lynda Wilcox from HALC. 5 local residents.

1. Election of Chairman and Vice Chairman:
 - 1.1. Maureen Williams was unanimously elected as Chairman.
Proposed Cllr Cupper, seconded Cllr Cummins and **RESOLVED**.
 - 1.2. Ron James was unanimously elected as Vice Chairman.
Proposed Cllr Cupper, seconded Cllr Williams and **RESOLVED**.
2. Apologies for absence: There were none.
3. Adoption of Herefordshire Code of Conduct with one amendment (P11 Item 6 - councillors opted to continue to leave the room after declaring a interest). It was also **AGREED** to sign an interest form stating whether a pecuniary or discretionary item was declared.
It was **RESOLVED** to postpone consideration to a future meeting, together with new Standing Orders and Financial Regulations.
4. Declarations of interest:
 - 4.1 Cllr Wood declared a Disclosable Pecuniary Interest (DPI) in agenda item 7.1. and signed an interest form accordingly.
5. Minutes of the previous meeting held on 30th April 2015
Proposed Cllr White, seconded Cllr Cupper.
It was **RESOLVED** to adopt the minutes of the April meeting, following the deletion of the entire first minute number 6 (Neighbourhood Development Plan) as well as the entire minute number 7 (Other Matters). The amendments were initialled by the Chairman who then signed the minutes as a true record.
6. Finance:
 - 6.1. Payment to HALC for clerk cover: £100+mileage.
Proposed Cllr Evans, seconded Cllr Wood. It was **RESOLVED** to pay HALC £116.20 for clerk covering the meeting.
 - 6.2. Annual insurance premium: It was noted that the annual insurance premium for 2015/16 had been paid in April.

7. Planning

7.1. Application 1511655 ... Fodder Store adjacent to The Old Rectory, Church Road, Whitbourne. Variation of condition to convert cottage annexe to provide one bedroom holiday cottage. Remove condition 4 use of fodder store is no longer commercially viable.

Cllr Wood left the meeting, having declared a DPI at agenda item 4 above.

Proposed Cllr Williams and seconded Cllr James. Following due consideration it was **RESOLVED** to strongly oppose the application as per comments attached as appendix 1. It was further **RESOLVED** that the Chairman would attend the Herefordshire Council Planning Committee to speak against the application on behalf of the parish council.

Cllr Wood re-joined the meeting.

7.2. Application P150774/FH & Application P150775/L ... Hamish Park Linley Green Road. Proposed rear extension, porch and new garaging/home office.

Following due consideration it was **RESOLVED** not to oppose the application but to express concern about the possible impact on a listed building.

8. Neighbourhood Plan

The Chairman gave an update and it was **RESOLVED** to call an extraordinary parish council meeting on 21st May to approve the latest amendments.

9. Representation on outside bodies was **RESOLVED** as follows:

9.1. Village Hall ... Cllr Wood.

9.2. Playing Field ... Having represented the parish council for 8 years, Cllr Williams was hoping that another councillor would volunteer. It was noted that there was £2k in the bank account and insurance (£500) would be due in July. A ROSPA inspection and fund raising event would need to be discussed at a future meeting.

9.3. Manorial Court ... Cllr Evans.

9.4. Transport ... Cllr James.

9.5. Pollution ... Cllr Cupper.

10. It was **RESOLVED** to appoint the following parish officers:

10.1. Tree Warden ... Cllr James.

10.2. Footpaths Officer ... Neil Grant.

11. Employment matters

Following the resignation of the clerk to the parish council it was **RESOLVED** to place an advert in the parish magazine as well as advertising via HALC's website.

12. Correspondence

13. Parish Matters:

- 13.1. As Balfour Beatty operatives were cutting the village green, the parish council contractor had reduced his bill.
- 13.2. The damaged 'horse' sign had been repaired and re-erected by J Holborow.
- 13.3. A local resident (Lawrence Haddock) had been thanked for flying the flag during the current year.

14. Public open discussion:

14.1. Ward Councillor, report

14.2. Local residents:

14.2.1 Andrew Kneen reported that a valuation had been undertaken by Brightwells of the village school site, and a copy sent to him.

14.2.2 The glass on the parish noticeboard was obscured and the doors obstructed the view of notices placed on the board.