

Minutes of Meeting of Whitbourne Parish Council

held on 1st November 2017

Attendance:

Present: R. James (Chairman); M. Williams (MW); A. Evans (AE); N, Knight (NK); J. Cummins (JC);
J Bromley (JB)

In Attendance: K Phillips (Clerk), plus 3 members of the public

1. Apologies for absence

G. Cupper (GC); P. Wood (PDW);

Co-option of Councillor to Parish Council

Due to the nature of the business to be discussed, it was proposed (NK) and seconded (JC) to close the meeting to the public. Resolved.

There were two candidates to be considered. Each candidate was interviewed in turn and a secret ballot was held. The result of the ballot was to appoint John Walker (JW) to be the co-opted member to the Parish Council. In announcing the result, the Chairman also thanked the other candidate for their interest and time.

JW then read out and signed the "Declaration of Acceptance of Office", which was then signed by the Proper Officer (Clerk). JW then joined the Parish Council meeting.

The meeting was then opened to the public.

2. To receive declarations of interest

There were none.

3. Minutes of the Meeting: 6th September 2017

No changes required. The minutes were then approved (MW/JC). Resolved.

4. Minutes of the Extraordinary meeting held on 22nd September 2017

No changes required. The minutes were then approved (AE/NK). Resolved.

5. Matters arising from minutes of meetings

There were no matters arising.

6. Receive report from CSO

The CSO had sent her apologies.

7. To receive Ward Councillor's report

- We have a new Balfour Beatty Contact for Whitbourne Parish – Colin Smith
- NS praised PC John Meek for the swift action on resolving the caravans' situation on the Wheatsheaf car park. Action was underway to ensure the remaining caravan was removed. In addition, removal of the poster attached to the fence is being looked into.
- NS had visited Brockhampton School with the local MP, Bill Wiggin.
- Herefordshire Council is undertaking their budgeting process. There is pressure on the numbers.
- Other report areas covered: the number of 'looked after' children in the County, New Model in Engineering Technology (NMI TE) University funding, Challenge funding for road works and the Better Care fund.

NS agreed to continue researching the fire regulations and drainage situation at Rosemore Grange.

8. To Receive Clerk's report

The Clerk's report covered the following

- The official External Audit has been passed successfully. Notices have been posted.
- There were three Cyber Security events held. Unfortunately, there was poor attendance by Parishioners.
- HALC had been asked about the new Data Protection regulations for 2018 and its impact upon the Parish Precept. No response had been received to date.
- The Clerk sought views on joining SLCC and undertaking the CiLCA qualification. This was thought worthwhile and a benefit to the Parish Council itself.
- Two briefings had been attended (Declarations of Interest and Planning/NDP/Safeguarding)

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- Dates of Parish Council meetings for 2018. 3rd Jan, 7th March, 2nd May (to include annual Parish meeting), 4th July, 5th September, 7th November.

9. Finance

a) **To approve bank reconciliations to 1st November 2017**

Approved. Proposed by JC and seconded by NK. Resolved.

b) **To approve income and expenditure reconciliation to 31st October 2017**

Approved. Proposed by JC and seconded by NK. Resolved..

c) **To approve accounts for payment (amounts shown in table below)**

Clerk Net Salary Oct/Nov 2017, Clerk HMRC Oct/Nov 2017, Clerk expenses Sep/Oct 2017, Playing fields grass cutting, Village Hall hire, Memorial wreath, Church clock maintenance and upper churchyard grass cutting. Proposed MW, seconded JC. Resolved.

d) **To review 2017/18 budget versus spend**

The Clerk tabled the current position on spend versus budget.

e) **To agree and approve the 2018/19 precept budget**

The Clerk had previously circulated a draft precept budget. The main difference from this year is the addition of training, SSLC subscription and CiLCA qualification for the Clerk. The precept of £12,000 was agreed. Proposed JC, seconded NK. Resolved.

10. Planning and planning decisions

a) **Decision – 172506** – Land adjoining Tedney Lodge. Approved with conditions

b) **Decision – 173097** – Pennyacre. Rejected.

c) **Application – 173409** – Garden shed and wood store. Application supported. Proposed AE, seconded MW. Resolved.

d) **Planning appeal – 173550** – Moon Monkey Meadows. Councillors noted the planning appeal.

11. To re-adopt Parish Council Standing Orders

The Standing orders were re-adopted. Proposed AE, seconded NK. Resolved.

12. To review the effectiveness of Whitbourne Parish NDP

The review needs to take place in November where a meeting of the full Parish Council is required. The Clerk will obtain available dates for the Village Hall.

13. Reports from subcommittees and working parties

a) **Village Hall.** There had been some concern about the level of pricing for holding a charity event at the village hall. The matter is now resolved.

b) **Playing Fields.** There had been a successful fun-run. Waiting to see how much money was raised. RJ would pursue getting the field rolled. The neighbouring farmer did not want his gate padlocked.

c) **Manorial Court.** Meeting to be held soon.

d) **Parish Briefing meeting.** MW provided a debrief report for the Parish briefing meeting held in Hereford. This covered planning, NDP and Safeguarding. In particular it was noted how important the NDP is in determining any planning application. It carries the same weight as the Herefordshire Local Plan, Core Strategy 2011 - 2031.

14. Defibrillator grant for training

It was agreed to fund the village hall room for the training. Proposed MW, seconded NK. Resolved.

15. To report village issues regarding road maintenance, clearance etc.

Issues noted were as follows:

- The lane to Tedney (Tedney Road) is in a very bad state.
- The exit to the A44 by the Wheatsheaf is in a very bad state.
- Village noticeboard. RJ still pursuing getting the noticeboard refurbished. A single pane of glass will replace the two doors.

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- Pollarding the willow on the village green. A working party will be set up.
- The poplar tree opposite the old post office also needs a trim.
- Bottom lane (C1066) is slowly sinking in places (adjacent to steep banking).
- Trees between Acreage and Old Forge. Meetings held with relevant stakeholders.

16. Public participation.

It was suggested that the options for the hedge on Tedney Road adjoining the land at Tedney Lodge (see above planning decision) was for the owner to decide. However, the creation of a new entrance would not be allowed with the current conditions applied.

NS provided a briefing on the recent BBLP meeting that he had attended. He left some leaflets for Councillors.

17. Items for future consideration

There were none.

The meeting closed at 20:55.

Cheque No	Expenditure 5 th July 2017	Payment
300349	Clerk Salary (Oct/Nov 2017)	£389.10
Withheld	Clerk HMRC (Oct/Nov 2017)	£97.28
300350	Clerk Expenses (Jul/Aug 2017)	£88.29
300352	D Williams (Grass cutting)	£176.00
300351	Whitbourne Village Hall	£100.00
300353	Memorial Wreath	£25.00
300354	Church clock maintenance and Upper Churchyard grass cutting	£1250.00
Total		£2125.67

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Chairman – 1st November 2017