

Minutes of Meeting of Whitbourne Parish Council held on 3rd July 2019

Attendance:

Present: R. James (Chairman); G. Cupper (GC); P. Wood (PDW); S. Knowles (SK); P. Davis (PD); C. Wier (CW); M. Clark (MC); T. Hunt (TH)

In Attendance: K Phillips (Clerk). Two members of the public.

1. Apologies for absence

Apologies received from J. Bromley (JB) and Ward Councillor Nigel Shaw (NS)

2. To receive declarations of interest

None declared.

3. To approve the minutes of the meeting held on: 12th June 2019

Proposed PDW, seconded GC. All in favour. Approved.

4. Matters arising from above minutes

The Chairman confirmed that the current footpaths officer (Neil Grant) is prepared to continue in his role. The chairman thanked him for the work that he does.

5. To receive report from Ward Councillor

The Ward Councillor was not present and had not sent a report.

6. To receive the Clerk's report

- The Clerk noted that the finances were now open for public inspection.
- The approval signatures for bank cheques had now been confirmed by the bank. The signatories are now RJ, GC and PDW.
- There had been a freedom of Information request from the Hereford Times concerning Parish Council expenditure with HALC for the last financial year. The Clerk has responded.
- A letter had been received raising issues for the Parish Council. It was suggested that these be discussed under a closed meeting protocol at the end of the meeting.

7. Financial matters

a) To approve bank reconciliations to 30th June 2019

b) To approve Income and Expenditure reconciliation to 30th June 2019

Items a) and b) were taken together. Proposed GC, seconded CW. All in favour. Approved.

c) To approve accounts for payment.

Clerk Salary Jun/Jul & HMRC PAYE, Clerk Expenses, Village Hall, Grass cutting and Insurance.

Proposed PDW and seconded PD. All in favour. Approved. Details of expenditure are contained in a table at the end of these minutes.

d) To review 2019/2020 budget versus spend. No issues raised.

e) To decide approach to bank debit cards. As part of the change of signatories process the bank had sent one of the new signatories a debit card drawing on the Parish Council bank account. It was proposed (GC) and seconded (PDW) that the card be destroyed. All in favour. Decided.

8. Planning

Planning Consultation - 184595 - Wheatsheaf Inn. Two matters of concern were raised. Firstly, to improve the sight lines between those exiting at the rear of the development together with those entering the C1066 from the A44 from the Bromyard direction. It was suggested that a turning head and suitable temporary parking be made for delivery vehicles to be made such that vehicles can exit the (C1066) carriageway quickly. Secondly, that a sewerage treatment plant with a drainage field be introduced. A septic tank was not considered to be adequate. The clerk would add these points to the planning consultation response and suggest that they be made consent restrictions. It was proposed (CW) and seconded (GC) that this application be supported. All in favour. Decided.

9. To receive reports from the Village Hall, S106, Playing Fields and Manorial Court

- Village Hall. CW reported from the minutes of the recent Village Hall meeting. Several officers were appointed (save for that of Chairman). Bookings and finance remain healthy. Quotes were being sought for the redecoration of the hall. The work that PDW and his wife had contributed to the working of the Village Hall was widely recognised and appreciated.
- S106. There had been no update on the decision to release funds directly to the Parish Council.

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- Playing fields. Next meeting 24th July. Getting new members of the committee was still a problem. Still no date for the equipment audit due this month.
- Manorial Court. SK had had a handover from the previous Parish Council representative and had been introduced to several on the committee. The next meeting is on 11th September.

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

- SK thanked PDW and NS for their involvement in re-setting the grips at Badley Wood.
- Road surface coming into village by Ardley Meadows. The damage is causing traffic to move into to opposing carriageway to avoid the damage.
- C1066 by Wheatsheaf pub continues to have several potholes. Busses have been seen to dig out gravel from the holes as they attempt to pull onto the A44.
- Salt bins with no lids. It was suggested that new bins could be purchased with S106 monies once the main projects had been completed.
- Hedge on Church Bank on right hand side going down had some lengthy overhanging branches. It was suggested that an article be drafted for the September Parish Magazine to remind parishioners to tend their hedges that abut the roadside.

11. To decide the date of January 2020 Parish Council meeting

It was agreed to hold the January 2020 Parish Council meeting on the 8th January 2020.

12. Public participation

- One member of the public (an ex-councillor) kindly remarked that he felt that the composition of the new Parish Council was “an excellent team of people”.
- The footpaths officer reported the poor condition of two styles on footpath WR11. They were within 10ft of each other at grid reference 7191 5726. The footpaths officer requested that the Parish Council order the materials through BBLP.

13. Items for future consideration

- Playing fields. To review report from Playing Fields Chairman
- Wording in Parish magazine for roadside hedges.

It was proposed (GC) and seconded (SK) to close the meeting to the public due to the nature of the business to be discussed (see note in Clerk’s report above). All in favour. The Chairman then closed the meeting to the public.

The Chairman read out a statement concerning allegations of a breach of data protection regulations by the Parish Council.

The meeting closed at 21:02.

Cheque No	Expenditure	Payment
300412	Clerk Salary (Jun/Jul 19)	£307.24
300413	Clerk HMRC (Jun/Jul 19)	£204.80
300414	Clerk Expenses (May/Jul 19)	£40.83
300415	Whitbourne Village Hall	£12.00
300416	Grass Cutting	£420.00
300417	Parish Council Insurance	£312.00
Total		£1296.87

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Chairman – 3rd July 2019