

# **Minutes of Meeting of Whitbourne Parish Council**

## **held on 4th July 2018**

### **Attendance:**

Present: R. James (Chairman); M. Williams (MW); A. Evans (AE); N. Knight (NK); P. Wood (PDW), G. Cupper (GC); J Walker (JW); J. Cummins (JC); J. Bromley (JB).

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

### **1. Apologies for absence**

Apologies received from Ward Councillor N Shaw.

### **2. To receive declarations of interest**

AE declared a prejudicial interest in item 10a.

### **3. Minutes of the Annual Parish Meeting: 2nd May 2018**

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

### **4. Minutes of the Annual Parish Council Meeting: 2<sup>nd</sup> May 2018**

Proposed AE, seconded NK. All in favour. Approved.

### **5. Matters arising from minutes of meetings**

Rosemore Grange. It was noted on condition 1 of the planning application decision notice (Ref: 162753) that permission is set to expire on 12<sup>th</sup> July 2018. After this time the use approved at the time shall permanently cease. RJ agreed to speak with NS.

### **6. Footpaths Officer Report**

Mr Neil Grant reported that he had been "re-approved" as our footpaths officer. He had attended a recent meeting of the County's footpath officers, which was attended by well over 80 such officers. He noted that the costs for the styles etc. would be borne by BBLP and that the landowners would put them in, with the assistance from him and helpers. Generally, the condition of styles within the Parish was in serviceable condition although he was aware that one or two were in need of attention. Way markers needed replacing in some areas. It was reconfirmed that the footpaths officer is insured to undertake the necessary work. This included any assistance under his supervision.

At this point the Chairman called to open the meeting. Proposed JB, seconded NK, all in favour. A member of the public raised the question as to whether part of the money allocated to sports could be used to fund kissing gates etc. It was determined that this was not within the scope of the allocation. The Chairman then closed the meeting.

The Chairman then thanked Mr Grant for all the work he had undertaken, volunteering to continue as our footpaths officer and for attending the meeting to provide his report.

### **7. To receive Ward Councillor's report**

The Ward Councillor was unable to attend due to duties at Herefordshire Council's head office. He had supplied a report to the Clerk, which had been subsequently circulated. It was agreed that the sections of his report would be taken under the relevant agenda item.

### **8. To Receive Clerk's report**

The Clerk's report covered the following:

- Tree on Stocking Lane. The Clerk had now received a written excerpt from the official report on the analysis of the dead tree on Stocking Lane. It is repeated here for the record.

"The tree discussed below has been assessed by a qualified Tree Surgeon who has commented that although the stump is very large and dead it is not a danger to the public or road users. It was also noted upon inspection that the tree provides excellent habitat for many species of animals in addition to the roots stabilising the bank where it is located.

With the above considered, the decision was taken by the team the tree to remain in situ."

It was subsequently noted that the Parish Council had no obligation for the risks associated with this tree and that this was a matter for the highways authorities and the landowner.

## **Minutes of Meeting of Whitbourne Parish Council**

### **held on 4th July 2018**

- The Clerk had managed to source a 3-drawer filing cabinet and had donated it to the Parish Council. The Chairman of the village hall committee had provided a key to the Clerk. This will enable access to the cabinet via a side door in the village hall.
- The public notice for accessibility to the Parish Council accounts has been published.
- The self-certification returns had been sent to the external auditor.
- The GDPR notices and policies had been published on the web site.
- Accident black spots. There are 3 official accident black spots along the A44 within our parish.
- The area known as the “pound” had been strimmed. It was felt that a volunteer could undertake this in the future. Indeed, this was the case in previous years and would not set a precedent.

#### **9. Finance**

**a) To approve bank reconciliations to 31<sup>st</sup> May 2018**

Proposed by PDW and seconded by MW. All in favour. Approved.

**b) To approve income and expenditure reconciliation to 31<sup>st</sup> May 2018**

Proposed by NK and seconded by GC. All in favour. Approved.

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

Clerk Net Salary Jun/Jul 2018, Clerk HMRC Jun/Jul 2018, Clerk expenses May/June 2018.

Public Works Loan, Insurance, grass cutting

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

**d) To review 2018/19 budget versus spend**

The Clerk tabled the current position on spend versus budget. No issues were raised.

#### **10. Planning and planning decisions**

**a) Application Planning Consultation – 182223 – 1 The Helts, Whitbourne**

AE left the room. The Parish Council decided to support the application. Proposed NK, seconded PDW. Remainder in favour. Decided. AE returned to the room.

**b) Planning application 180226 – Rosemore Farm**

This planning application had been approved.

**c) Report on Wheatsheaf Inn on-site meeting**

A meeting had been held with the owner together with MW, PDW, RJ and NS. The meeting included a look inside the property, where it is in a very poor condition due to theft and water ingress. The owner now has a better understanding of the Parish Council's point of view and it is hoped that a renewed application would be forthcoming, taking into account these views.

#### **11. Approval of revised Councillor code of conduct**

Proposed MW, seconded AE. All in favour. Approved.

#### **12. Potential funding of Parish Walk books**

It was proposed by JB and seconded by JC to open the meeting to the public. All in favour. The Chairman opened the meeting. It was noted that there had been 200 copies printed and that they had sold over a period of about 10 years. It was also noted that the Parish Council received the funds from the sale of the books, so was not a drain on public funds. The Chairman closed the meeting. It was agreed in principle to support the funding of the reprint. An estimate for the reprinting of the books would be sought.

#### **13. Reports from subcommittees and working parties**

- a) **Village Hall.** Bookings remain healthy and a new online bookings system is now available. There has been a change of treasurer and a new bookings administrator. The financial situation remains healthy.
- d) **Playing Fields.** No meetings since last time. The next draw of the 100 club will be 14/7/18.
- e) **S106.** It was advised that the Parish Council could appoint its own contractors to undertake the public works for any of its agreed projects. After discussion of the relative merits of each potential scheme, it was decided that a special Parish Council meeting be held to debate them in full.
- f) **Manorial Court.** No meeting since last time.

## **Minutes of Meeting of Whitbourne Parish Council**

### **held on 4th July 2018**

#### **14. War Memorial refurbishment**

The application has now been submitted. A response should be received after 8 weeks or so.

#### **15. Telephone Kiosk – Future use**

Although the telephone kiosk still has the BT equipment within it, it was felt that a wider consultation with Parishioners would be appropriate. It was agreed that an article would be prepared for the parish magazine.

#### **16. To report village issues regarding road maintenance, clearance etc.**

Issues noted were as follows:

- Grass cutting by the Wheatsheaf Inn was required as it is obscuring the view towards Worcester on the A44.
- The footpath from Acreage to Old Forge was very overgrown and was almost impassable. This is not a Parish Council responsibility. NS would be asked to intervene and officially request that the landowners trim back the hedges.
- There had been a complaint about the rainwater coming down red Hill and washing away some parts of a driveway on a private residence. This was due to blocked grips. PDW advised that he had raised this with BBLP and the work was now in hand.
- It was advised during the tour of our Parish by our Locality Steward that it was unlikely that the road to Tedney would be repaired.
- This coming winter would see the end of a 2-year period after the works undertaken by Welsh Water. Councillors were requested to note any highway deficiencies such that a list could be compiled.
- There had been a meeting with Welsh Water concerning Boat Lane. It is reported that there is no money to install a flood alleviation scheme, although there exists a pipe that might be pressed into use.
- The issue was raised concerning heavy vehicles coming into the village on their way through to Clifton or Martley. Often, this is as a result of satellite navigation systems providing poor direction. It was requested that a weight limit sign be erected on the A44 by the Wheatsheaf Inn. The Clerk would contact NS.

#### **17. Public participation.**

- The idea of a bicycle rack for residents and visitors was felt to be a good idea.
- The litterbin alongside the bus shelter needed to be more substantial as it keeps falling off its post.
- The question was raised about the future of the old bus shelter. It was felt that the contractor installing the new one would take it away.
- The Chairman thanked the member of the public who was taking notes of the Parish Council meetings and publishing them in the Parish magazine. He requested that it be made clear in such reports that the views expressed were those entirely of the individual and did not form the official record of the meeting.

#### **18. Items for future consideration**

- S106 monies, footpaths books, telephone kiosk, Rosemore Grange status.

The meeting closed at 21:15.

**Minutes of Meeting of Whitbourne Parish Council  
held on 4th July 2018**

<b>Cheque No</b>	<b>Expenditure</b>	<b>Payment</b>
300377	Clerk Salary (Jun/Jul 18)	£419.15
300378	Clerk HMRC (Jun/Jul 18)	£104.79
300379	Clerk Expenses (May/Jun 18)	£61.30
300380	Grass Cutting	£420.00
300381	Insurance	£300.00
Direct Debit	Public Works Loan	£1748.13
<b>Total</b>		<b>£3053.37</b>

.....  
Chairman – 4th July 2018