

Minutes of Meeting of Whitbourne Parish Council held on 6th January 2021

Attendance:

Note: Attendance was by remote video conferencing as necessitated by the Covid-19 lockdown.
Present: R. James (Chairman); S. Knowles (SK); P. Davis (PD); C. Wier (CW); T. Hunt (TH); J. Bromley (JB); P. Wood (PDW); M. Clark (MC); G. Cupper (GC)

In Attendance: Ward Councillor N. Shaw (NS), K. Phillips (Clerk). 5 members of the public.

1. Apologies for absence

All Councillors were present.

2. To receive declarations of interest

There were no declarations.

3. To approve the minutes of the meeting held on: 25th November 2020

Proposed TH, seconded PD. All in favour. Approved.

4. Matters arising from above minutes

RJ reported that the new litter bin was now in place by the noticeboard. He wanted to thank Chris Wier and Robert Lane for their assistance.

5. To receive report from Ward Councillor

The Ward Councillor's report covered the following:

- Herefordshire was now in full lockdown due to COVID-19.
- The Community First scheme is still operating. Contact can be made via the WISH web site.
- NS does receive weekly updates on COVID-19 numbers but won't circulate to avoid overload of information.
- Our Locality Steward (Colin Smith) has now been replaced by Michael Brookes. It is suggested that he be invited to attend a future Parish Council meeting.
- Business Rates support is still available. This will be automatic for those that have claimed before. Other grants are available if businesses cannot claim business rate support by going to the Herefordshire Council web site.
- There were three current ongoing public consultations covering budget, future of waste and over-subscription for schools.

6. To receive the Clerk's report

- Lane edge markings had now been replaced on Bottom Lane close to the ford bridge.
- S106 monies for the Ardley Meadows footpath extension had been processed quickly by Herefordshire Council finance department.
- A VAT return will be made at the end of January 2021.
- As noted by NS, the Parish has a new Locality Steward. The Clerk had written to the outgoing steward thanking him for his positive support. The Clerk had also written to the incoming steward to welcome him and offer a tour of the parish.
- The Clerk has now upgraded the Zoom account to become an annual subscription.
- The Clerk is assisting a parishioner in trying to resolve a water egress problem with the appropriate authorities, which had caused a severe icing problem over the Christmas period.

7. Financial matters

- a) To approve accounts for payment.
Clerk Salary Dec 20/Jan 21 & Clerk HMRC PAYE, Clerk Expenses Nov/Dec 2020, MAS Ltd (for Ardley Meadows footpath extension). Proposed JB, seconded CW. All in favour. Approved.
Details of expenditure are contained in a table at the end of these minutes.
- b) To approve bank reconciliation to 31st December 2020. Proposed MC and seconded PDW. All in favour. Approved.
- c) To approve Income and Expenditure reconciliation to 31st December 2020. Proposed SK and seconded TH. All in favour. Approved.
- d) To review current 2020/2021 budget versus spend. No issues raised.

8. Planning

- a) Planning consultation 204100 - Birchey Leasowe, Whitbourne
It was proposed (CW) and seconded (PDW) to open the meeting to the public. All in favour. The Chairman then opened the meeting to the public and invited the applicant to address the Parish

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Council. It was reported that several conversations had been held with a planning officer, which had led to amendments to suggested plans. After questions from Councillors, the meeting was then closed to the public. Two concerns were raised that 1) the annex not be sold off as a separate dwelling and 2) the matter of septic tank management be addressed before permission granted. With these provisos it was proposed (GC) and seconded by PDW that this consultation be supported. All in favour. Decided.

b) Planning Consultation 204108 - Old Rosemore, Whitbourne

Councillors felt that cladding the timber framed parts of the building would be unsympathetic, despite the acknowledged potential gains in heat retention. It was therefore proposed (PDW) and seconded (SK) that the consultation be supported with the proviso that only the non-timber framed parts of the building are clad. With one abstention the remaining Councillors were in favour. Decided.

9. S106 Projects

a) To review progress on agreed projects.

PDW reported that the work for the Ardley Meadows footpath extension had been completed. With some known extras (e.g. licences from Herefordshire Council), the final invoice was for £7820.00 + VAT. This left a balance of £3442.00 for other pedestrian safety measures.

b) To determine next phase projects.

Now that the above project had been completed there remained two projects that had been suggested previously (white lining through the village past the Live Inn pub and HGV signage by the village hall). It was felt that the white lining project had the bigger benefit to Parishioners. MC agreed to meet with the new Locality Steward to re-visit the white lining possibilities including 'slow' signs and appropriate roundels on the road.

10. To receive report on NDP review

JB reported that there had not been a meeting since the previous Parish Council meeting. RJ reported that an article had been sent to the Parish magazine editor that describes the current situation and asking for volunteers to take part.

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

- **Village Hall.** CW reported that the Village Hall was once again closed due to the third lockdown caused by Covid-19. Blinds had now been replaced. A Christmas tree with lights had been erected outside the village hall to bring some cheer to parishioners during these restricted times.
- **Playing Fields.** TH reported there had not been a meeting of the committee but that the playing fields remained open. It was the responsibility of users to ensure COVID-19 guidelines were followed when using the equipment.
- **Manorial Court.** SK reported that there had been a meeting on the 11th November 2020. The roles of Chair, Vice-chair and treasurer had been filled. The Manorial Court had no financial income at the moment but did have some money set aside. The Manorial Court had expressed disappointment at the Parish Council decision not to support a reduction in speed limit across Bringsty Common.

12. To receive report regarding the Glebe/woodlands

PD reported that there are still unresolved issues relating to ownership and responsibility. PD had written to the trust citing the canopy of trees at the perimeter and a fallen tree that had blocked the road [see section 14 for a correction to this understanding]. Concerning the hedgerow/canopy, NS agreed to invite BBLP to write to both parties to undertake remedial action as appropriate.

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

MC and CW noted that a BT pole stabilisation wire on Church Bank had been severed, presumed to be during the recent verge cutting. A crack in the road by the Whitbourne Ford Bridge appeared to be getting wider. In the same area the recent waterworks works on the lane had now begun to sink and become uneven. Some drains in the main village road were completely blocked as is the one by the old butchers shop (at the end of Stocking Lane). MC reported some probable subsidence on the bottom lane, which could lead to a land slide on one side. NS confirmed that the culvert just above Whitbourne Ford Bridge is scheduled to be emptied as it had been causing a flood across the bridge itself. The repair work close to the entrance of Ardley Meadows was now in a poor condition. With regard to the recent period of extended rain it was felt appropriate to ask

**Minutes of Meeting of Whitbourne Parish Council
held on 6th January 2021**

BBLP to reconsider the condition of the dead oak tree at the bottom of Stocking Lane. There are several tons of dead wood on a steep bank that would cause immense damage with a danger to life if the tree fell across the lane.

14. Public participation

- A member of the public asserted that the tree mentioned in agenda item 12 above, was not on Glebe land. The tree was from private property and the owner had cleared the tree from the lane.
- The Chairman of the Bringsty Common Manorial Court expressed her disappointment at the Parish Council for not supporting the reduction of the speed limit to 40mph on the A44 across the common and sought the reasons why. It was reiterated that the Parish Council does support the increased use of speed enforcement measures in their many guises. Several Councillors provided their views on the speed limit itself. This included noting that there were guidelines in place to help determine speed limits, which contained the criteria to be met. It was felt that these criteria hadn't been met to allow the Parish Council to support a reduction in speed limit. NS had spoken with the Herefordshire Council Highways Safety Officer who had suggested that local Parish Council support would be needed in order for further investigation into the matter to be undertaken. It was further noted by a Councillor that any speed reduction decision needed to be evidence based and proportionate. It was proposed (PDW) and seconded (CW) that this matter be placed on the agenda for the next full Parish Council meeting.

15. Items for future consideration

- Speed limit reduction on Bringsty Common
- CCTV within the village
- Suggest PCSO attend next full Parish Council meeting

The meeting closed at 21:40.

Cheque No	Expenditure	Payment
300466	Clerk Salary (Dec 20/Jan 21)	£548.10
300467	Clerk HMRC (Dec 20/Jan 21)	£366.00
300468	Clerk Expenses (Nov/Dec 20)	£157.31
300469	MAS Ltd (Ardley Meadows footpath extension)	£9384.00
Total		£10298.10

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Chairman – 6th January 2021