

Minutes of Meeting of Whitbourne Parish Council held on 1st September 2021

Attendance:

Present: R. James (Chairman); S. Knowles (SK); P. Davis (PD); C. Wier (CW); J. Bromley (JB); G. Cupper (GC)

In Attendance: K. Phillips (Clerk). 4 members of the public.

1. Apologies for absence

Apologies were received from T. Hunt (TH); P. Wood (PDW); M. Clark (MC); Ward Councillor N. Shaw (NS)

2. To receive declarations of interest

There were no declarations.

3. To approve the minutes of the meetings held on: 31st March 2021 and 23rd June 2021

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

4. Matters arising from above minutes

There were no matters arising.

5. To receive report from Ward Councillor

The Ward Councillor had sent in a written report to the Parish Council prior to the meeting. This is as attached at Annex A.

6. To receive the Clerk's report

- The Clerk had held 3 Clerk Consultation meetings
- Letters had been sent to Herefordshire Council concerning fireworks at Crumplebury
- The Clerk had managed to get the traffic redirected through the village during the junction works of the C1066 and A44. The bottom lane was considered inappropriate.
- The accounts have now been approved by the external auditor. They have been published on the web site and noticeboard.
- The metal detectorist had found nothing of value on the playing fields.
- A new restricted byway will be added to the Definitive Map and will be known as WR26 Whitbourne.

7. To approve previous Clerk decisions taken under delegation authority

It was proposed (PD) and seconded (JB) to approve the decisions made by the Clerk. All in favour. Approved. The schedule of decisions is as attached at Annex B

8. To determine approach to Clerk Delegation Authority policy

It was proposed (CW) and seconded (SK) that the Clerk Delegation Authority policy was to remain in place. All in favour. Approved. The Clerk Delegation Authority policy is to be reviewed at the March 2022 meeting.

9. Financial matters

- a) To approve accounts for payment.
Clerk Salary & HMRC PAYE Aug/Sep 21, Clerk Expenses Jul/Aug 21, Grass cutting and External Auditor. Proposed GC, 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 August 2021. Proposed PD and seconded JB. All in favour. Approved.
- c) To approve Income and Expenditure reconciliation to 31st August 2021. Proposed GC and seconded SK. All in favour. Approved.
- d) To review current 2021/2022 budget versus spend. No issues raised.

10. Planning

- a) Planning Consultation - 212947 - The Barn, Poswick Lodge, Whitbourne
It was proposed (GC) and seconded (CW) submit a response of "No Comment". All in favour. Decided.
- b) Planning Consultation - 212809 - 3 Ardley Meadows, Whitbourne
It was proposed (JB) and seconded (PD) to open the meeting to the public. All in favour. The Chairman then opened the meeting to the public and invited comments on this application. Objections to the application were outlined including the overbearing nature of the development,

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light denial, future parking issues and visual impact within the context of the Ardley Meadows development and the wider village environment. The Chairman then closed the meeting to the public. Councillors then debated these points (including the inappropriate massing of the planned development) and it was proposed (GC) and seconded (SK) that this consultation be opposed. All in favour. Decided.

11. S106 Projects

MC had provided the Clerk with the latest situation concerning the painting of white lines in the village (adjacent to the village shop and pub). MC had been in contact with the Locality Steward whom had advised the appropriate traffic management scenario (cones and stop/go boards). This information had been sent to the contractor. A date for the painting of the white lines has now been set for the first week of October 2021. The Chairman agreed to speak with affected parishioners. It was also recommended that an article be placed in the parish magazine.

12. To approve Whitbourne NDP Steering Group Terms of Reference

It was proposed (SK) and seconded (CW) that the NDP Steering Group Terms of Reference be approved. All in favour. Approved.

13. To receive report from NDP Steering Group

JB outlined the time it would take and the specialist knowledge now required to review and update the NDP. For this reason, it is proposed to apply for a grant (up to £10,000) to enable the engagement of experts in NDP revisions. It is estimated that the work would take two to three years to complete. The NDP Steering Group had already spoken with an NDP consultant. The application for the grant would need prior approval by the Parish Council and signed by a Councillor.

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

- **Village Hall.** CW reported that the AGM had been postponed until 28th September 2021. There was now an access code available for the village hall wi-fi.
- **Playing Fields.** Lottery grant funding had been approved. This would be for extra swings and flooring together with repairs to other equipment.
- **Manorial Court.** SK reported that there would be a meeting soon.

15. To receive report regarding the Glebe/woodlands

PD reported that there had been some movement in getting the Woodlands Trust speaking with the local diocese. The Trust had appointed a contractor to cut the hedges on a regular basis. This does not cover the canopy of trees, which is still of concern.

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

It was noted the the A44/C1066 junction was now much improved. There had been a serious accident at the bottom of Church Bank - it was proposed to add this to the next meeting's agenda. Hedges in Meadow green were overgrowing a footpath. A note would be sent to the appropriate Housing Association.

17. Public participation

A query was raised about the yellow notices of planning consultation not appearing outside the development relating to planning consultation 212809. The parishioner was advised that the case officer is responsible for this and, as yet, had not been appointed. It was requested that the Ward Councillor's report and the Clerk decision spreadsheet be made available in these minutes.

18. Items for future consideration

Church bank traffic signage and parking within the village.

The meeting closed at 20:58.

Cheque No	Expenditure	Payment
300486	Came and Co	9.03
300487	Clerk Salary Aug/Sep 21	548.40

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300488	Clerk HMRC Aug/Sep 21	365.6
300489	Clerk Expenses Jul/Aug 21	40
300490	B Eddy, Grass cutting	700
300491	PKF Littlejohn, Exernal auditor	240
Total		£1537.43

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Chairman – 1st September 2021

ANNEX A
Ward Councillor Nigel Shaw’s report

Whitbourne Parish Council Ward Member’s Report for meeting on September 1st 2021.

Local Parish Matters

Crumplebury planning application 210640 which was due to be heard at committee today has been deferred at the request of the applicant.
 I am working with an applicant of another, recently approved, application which has had an agricultural tie unexpectedly conditioned.
 I am also working with our new Fastershire Project manager to expedite the connection of a number of properties in outlying areas of this (and other) parishes.
 I have met with PCSO Sue Berrett to discuss the new “neighbourhoodmatters” alert initiative (see below) and to discuss a series of minor thefts in the parish which is still under investigation.
 I am awaiting notification of the date for the licensing issue at the Live public house to go to magistrates court following an appeal of the licensing committee’s recent decision.

Herefordshire Council Matters

The children’s care services department continues to be challenged and following a supportive ofsted inspection into some aspects of the services I joined a meeting to oversee their current work. Maintaining staff morale and capacity is critical if we are see improvements in performance and I am anxious our teams receive the right support and development. We did identify that there are currently 24 vacancies out of 84 positions, with 9 employees off ill and a similar amount of agency employed temporary staff. This is a concern as we need to have full staffing to deliver long term improvement in this sensitive department. Nationally there is a problem filling vacancies in children social care services and we are challenged also with our location and reputation concerns.

A reminder to join a new messaging system from West Mercia Constabulary which sends email alerts. You will receive updates from the Police on things going on in our local area. It is a great way to get messages out into the communities and it can be used to alert people to scams, suspicious activity in our areas and update us all on local crimes . Registration is simple, I have joined just copy the link and fill in the form at <https://www.neighbourhoodmatters.co.uk/>

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COVID Update

- Herefordshire's cases have increased sharply within the last fortnight. The local seven day case rate (375 per 100,000) has exceeded those for England and the West Midlands for the first time since late April to early May.
 - There is evidence that the recent rise in cases is being driven by changes in mobility and social behaviour following Step 4 out of lockdown (introduced on 19 July) - the impact has been much greater in Herefordshire compared to other, more urban parts of the country. This might be explained by lower levels of natural immunity within the community resulting from Herefordshire having comparatively low prevalence over the course of the pandemic - 5,500 per 100,000 locally, compared to 10,100 per 100,000 for England as a whole. Other low prevalence areas appear to be following this pattern.
- Rates of infection are highest in younger age groups where the majority are not fully vaccinated, with one third of last week's being aged 18 to 29. However cases have increased across most age groups with small increases occurring in those aged 60+ since the beginning of August. Cases are spread throughout the county rather than being centered on a few 'hotspots'. As elsewhere, the majority of cases are the Delta variant.
- Currently, the majority of situations are in workplace settings where small numbers of cases are being reported. Within the past fortnight, there have been an increase in the number of cases linked to adult social care settings. A similar patterns is seen across the country. Pubs, clubs, bars, festivals and weddings are increasingly being cited by cases as settings of suspected exposure.
- The number of hospital admissions is rising, since 20 July there have been 54 Covid-19 related hospital admissions which represents almost two thirds of those admitted since February. Overall total deaths remain close to average for the time of year with only three Covid-related deaths registered since the beginning of May.
- 87% of all Herefordshire GP registered patients (aged 18+) have received a first dose COVID-19 vaccine, and 76% a second dose. Rates for most age groups are in line with regional and national averages. All eligible individuals are encouraged to take up their vaccine, including their second dose as this doubles the resistance against developing symptomatic Covid-19 from an average of 35% effectiveness after the first dose to 80% after the second.
- PCR tests of symptomatic people have increased and test positivity is moderate. Average number of reported results for LFD tests has levelled off after a fall in mid July following schools closing for the summer.

Please can I encourage everyone to report potholes? I know we have issues about the length of time and the inconsistent filling in of some and not others, but please do not assume someone else will do it. Go onto Herefordshire Council website and download the pothole App to help report potholes
<https://www.herefordshire.gov.uk/transport-and-highways/maintenance/potholes>
<https://myaccount.herefordshire.gov.uk/report-a-pothole>

Can you host a free Fastershire beginners' training session?

Fastershire is offering free training for beginners in October, to help them either start using or better understand how to use their smartphone, tablet or computer. Do you know people in your local community

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who would like to get more from their technology devices, perhaps learn how to send photos, make video calls on WhatsApp or Zoom, send e-mails, safely browse and shop online or get to grips with social media?

Fastershire is here to help! They can offer the free sessions within your community venue, village hall or Talk Community Hub, as long as you have Wi-Fi. If you can host a session during Get Online Week from 18 to 24 October (or later in the year), get in touch with Fastershire today and help make a difference in your area.

To find out more about these and other available sessions, contact Jennie on 01432 260691 or jennie.morgan@herefordshire.gov.uk.

CLLr. Nigel Shaw nigel.shaw@herefordshire.gov.uk

ANNEX B

Clerk Decisions taken under Delegated Authority

Date	Consultation matter	Outcome	Agreement	Comment
30/6/21	Planning appeal - 194408	Oppose appeal	All in favour	RJ did not vote
30/6/21	Planning appeal - 194408	Add comments concerning new material	All in favour	RJ did not vote
30/6/21	Planning application 211721	Support	All in favour	JB not present
30/6/21	Planning application 211455	Support with conditions	All in favour	JB not present
30/6/21	Planning application 212395	Support	All in favour	JB not present
30/6/21	Planning application 204112	Support	All in favour	JB not present
7/7/21	Payment of clerk salary/ HMRC and expenses	Support	All in favour	JB & PDW not present
7/7/21	Payment of insurance (Parish Council and Playing Fields)	Support	All in favour	JB & PDW not present
7/7/21	Payment of grant to Whitbourne DCC	Support	All in favour	JB & PDW not present
7/7/21	Planning application 212037	Support	All in favour	JB & PDW not present
7/7/21	Planning application 212319	Submit no comment	All in favour	JB & PDW not present
7/7/21	Metal detecting on playing field	Support	All in favour	JB & PDW not present
3/8/21	Payment of insurance difference (£9.03)	Support	All in favour	JB, GC & PDW not present
3/8/21	Planning application 212147	No Comment	All in favour	JB, GC & PDW not present
3/8/21	Planning application 212236	Support	All in favour	JB, GC & PDW not present
3/8/21	Planning re-consultation 201111	Support	All in favour	JB, GC & PDW not present
3/8/21	Planning application 212698	Support	All in favour	JB, GC & PDW not present
3/8/21	Clerk to write to HC planning enforcement re fireworks	Support	All in favour	JB, GC & PDW not present
3/8/21	Clerk to write to BBLP re road closure diversions	Support	All in favour	JB, GC & PDW not present