

Minutes of Meeting of Whitbourne Parish Council held on 6th September 2023

Attendance:

Present: R. James (RJ) (Chair); J. Bromley (JB); P. Davis (PD); L Kershaw (LK); S. Knowles (SK); N Shaw (NS)

In Attendance: P Stoddart (PS) Ward Councillor, K. Phillips (Clerk). One member of the public present.

1. Apologies for absence

Apologies received from T. Hunt (TH); M. Clark (MC); P. Wood (PDW);

2. To receive declarations of interest

There were no declarations of interest.

3. To approve the minutes of the Parish Council meeting held on 25th July 2023

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

4. Matters arising from the above minutes

There were no matters arising.

5. We Don't Buy Crime/Smart Water presentation

Nick Hall and Amy Brice from West Mercia Police gave a presentation about the effectiveness and costs of using Smart Water within the parish. Ideas were also given as to the different methods of achieving the 80% coverage of households. The officers left the meeting after the presentation. It was noted that the budget for this financial year covered the costs for an 80% coverage of households. It was proposed (JB) and seconded (NS) to commence with the scheme. All in favour. Decided.

6. Police-Community Charter Review. Postponed until next meeting.

7. To receive report from Ward Councillor

PS had previously supplied a written report to the Parish Council and provided a summary to the meeting. There had been positive communication between Worcestershire and Herefordshire Councils regarding the bus service extension from Knightwick to Whitbourne. In addition DRM are considering re-instating the 420 from Bromyard to Worcester. PS had also been advising residents of Badley Wood common on a Community Asset Transfer scheme. The S106 highways wish-list as prepared by the Parish Council will be added to the Herefordshire Council system for future consideration.

8. To receive the Clerk's report

- Applied for grant and match funding for the lengthsman scheme. Now awaiting final confirmation of approval.
- JB is now a signatory to the bank account.
- The Lengthsman contract has now been signed by all parties
- Several drains have now been cleared by BBLP
- Herefordshire Council now requires the Parish Council to place all Councillor Declarations of Interest on the web site. Many of these have been misplaced at the Electoral Services office and Councillors are requested to send them in again.
- Councillors were requested to suggest additions (if any) to the draft Precept that would be discussed at the November meeting.

9. To approve Clerk decisions

- a) Planning Consultation - 231974 - Land at Holly Cottage, Bringsty Common
Objection
- b) Planning Appeal - 222671 - 3 Ardley Meadows
Continued objection (with letter submitted noting original development conditions)
- c) Dog waste. New signs to be made and article published in parish magazine
Proposed by LK and seconded by JB. All in favour Approved.

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10. Financial matters

- a) To approve accounts for payment.
Clerk Salary & HMRC PAYE Aug/Sep 23. Clerk Expenses Jul/Aug 23. Proposed SK, seconded LK. All in favour. Approved Lengthsman, Proposed NS, seconded PD. All in favour. Approved. Details of expenditure are contained in a table at the end of these minutes.
- b) To approve bank reconciliation to 30th August 2023 and
- c) To approve Income and Expenditure reconciliation to 30th August 2023. Proposed SK and seconded JB. All in favour. Approved.
- d) To review current 2023/2024 budget versus spend. No issues raised.

11. To review S106 Projects

PS reported that the wish-list of highways issues would soon be available on-line. Herefordshire Council will be in touch to agree any works before commencement.

12. To receive report regarding the Lengthsman Scheme

PDW had provided a report to Councillors prior to the meeting. Final confirmation of the grant and match funding is awaited. In the meantime the Lengthsman is continuing with routine maintenance works.

13. To receive reports from the Village Hall, Playing Fields, Manorial Court and Community First

- **Village Hall.** A new secretary is in place to take minutes etc. New hirers are growing. Pushing ahead with more sport activities, including pickle-ball. Future plans may include a canine first aid course and theatre performances. The Treasure Hunt is going ahead. All activities and refreshments will be free due to the £650 grant recently obtained.
- **Playing Fields.** The lottery grant has been awarded. A new adult piece of equipment suitable for the disabled will be purchased. Similarly, a saucer shaped piece of equipment will be suitable for children, including those disabled. A recent working party has painted all the equipment ready for the winter.
- **Manorial Court.** The last meeting was mainly financial. Heavy horses were used to 'bracken bruise' and a first cut has been done in some areas. Comparisons between the methods will be made. The Chairperson will be stepping down at the November meeting.
- **Community First.** The iPad is set up at table tennis evenings but is not used, although this is not necessarily unusual according to Community First organisers. Investigations are underway to determine if the Citizens Advice Bureau can facilitate some drop-in events. A family fun day was held with good attendance, especially children.

14. To receive report regarding the Glebe/woodlands

PD noted that a revised web site now includes the woodlands areas and some visitors had already been seen. He will use these as examples to keep pressure on the tree works required.

15. To decide approach for providing a grant for a future CPR course

The previous course used group representation as a method of selecting attendees. It was unclear as to the selection criteria for the next course. It was proposed (LK) and seconded (SK) that a grant of £200 be made for a future CPR course. All in favour. Decided. The Clerk will contact the organiser.

16. To decide approach for placing a tree on the village green for the King's Coronation

It was proposed (JB) and seconded (LK) that a tree be planted on the village green to commemorate the King's Coronation. With one abstention, the remainder in favour. Decided. RJ will seek a source for the tree and a suitable plaque.

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

- LK noted that a grant may have been obtained to clear the pack horse bridge (aka Bishop's bridge or pack bridge) at some time in the past. It was then suggested that the WI were to continue the maintenance. However, LK noted that there might be the possibility to organise a group to clear the area for free. There are some photographs from the 1970's showing the bridge in good order.
- The tarmac road onto Badley Wood Common has several potholes.

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- Noise and light pollution at Crumplebury were still an issue. The venue manager had been contacted. Planning enforcement have been contacted.

18. Public participation

A request was made to include the kissing gate entrance by the pack horse bridge when the area was cleared.

19. Items for future consideration

As noted above. No other items identified.

The meeting closed at 21:22.

Cheque No	Expenditure	Payment
300561	Clerk Salary Aug/Sep 23	£558.09
300562	Clerk HMRC Aug/Sep 23	£372.00
300563	Clerk Expenses Jul/Aug 23	£46.00
300564	MAS Bromyard (Lengthsman)	£697.80
Total		£1673.89

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Chairman – 6th September 2023