

Minutes of Meeting of Whitbourne Parish Council held on 6th March 2024

Attendance:

Present: R. James (RJ) (Chair); J. Bromley (JB); P. Davis (PD); T. Hunt (TH); S. Knowles (SK); L. Kershaw (LK); M. Clark (MC)

In Attendance: P. Stoddart (PS) Ward Councillor, K. Phillips (Clerk). P. Wood (PDW) attended via Zoom and did not vote. One member of the public present.

1. Apologies for absence

Apologies received from N Shaw (NS)

2. To receive declarations of interest

There were no declarations of interest.

3. To approve the minutes of the Parish Council meeting held on 31st January 2024

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

4. Matters arising from the above minutes

RJ reported that Smart Water drop-in session had only attracted three parishioners. The next session will be on the 23rd March 2024.

5. To receive report from Ward Councillor

The Ward Councillor provided a summary of Herefordshire Council finances. He had assisted in scheduling a meeting for Councillors with the planning department. Quotes are awaited for the 420 bus service operation. The service should be in place by the end of March 2024. This will be for two years on a subsidised basis and then will revert to commercial terms.

6. To decide approach to raise awareness of the dilapidation of the Wheatsheaf Inn

The Chairman decided to bring this item forward by request. PDW provided a summary of the planning and development, which has led to the current poor condition of the building. He strongly urged PS to arrange for a Section 215 order to be placed upon the owner. PS agreed to speak to Herefordshire Council planning department to arrange such a Section 215 notice being served.

7. To receive the Clerk's report

- The application has been submitted for the 2024/25 Lengthsman grant scheme.
- Posters were created and distributed for the smart water drop-in sessions.
- An application for a VAT refund has been submitted.
- Liaised with Herefordshire Council Public Rights of Way department concerning a major landslip on the public footpath by the river Teme.
- Various gullies have been cleared.
- There were no objections to inviting the usual person to act as the internal auditor.

8. Financial matters

a) To approve accounts for payment.

Clerk Salary & HMRC PAYE Feb/Mar 24. Clerk Expenses Jan/Feb 24. SLCC membership, Village Hall, Hedge/verge cutting. Proposed JB, seconded MC. All in favour. Approved. Details of expenditure are contained in a table at the end of these minutes.

b) To approve bank reconciliation to 29th February 2024 and

c) To approve Income and Expenditure reconciliation to 29th February 2024. Proposed TH and seconded SK. All in favour. Approved.

d) To review current 2023/2024 budget versus spend. No issues raised.

e) To approve the grass cutting contractor. It was proposed (LK) and seconded (PD) that the Clerk appoint the current contractor for the grass cutting. All in favour. Decided.

9. Clerk decision

To pay the Lengthsman invoice (£234.00). It was proposed (JB) and seconded (TH) to approve this payment. All in favour. Approved.

10. To review S106 Projects

As yet, there has been no response from the PCC grant application for brackets for the Speed indicating devices (SIDs). Three locations for the SIDs have been agreed with Herefordshire Council Highways department. MC had compiled a list of highways matters that would serve as a

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basis for any future works as funds became available. The list would be maintained by the transport officer. The Clerk will distribute the list to Councillors,

11. To receive report regarding the Lengthsman Scheme

MC, PDW and the Clerk had met with the Lengthsman to review the list of tasks. This was circulated to Councillors prior to this meeting. The change of design of the gully at the dip by the Wheatsheaf would require Herefordshire Council approval. Concern was raised that there remained some grant monies to be spent before the end of this financial year. The works would need to be hastened to cover as much as possible.

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

- **Village Hall.** Bookings are up. The children's activity group is coming back. There had been 40 responses to the 'taster day' survey. The top five are:- Tai Chi, British Sign Language, singing, ceramics and local history. The 'taster day' session will be held on the 23rd March 2024. There will be another Christmas event. A robot vacuum cleaner is being considered as there has been feedback about the condition of the floors. Once a week cleaning is not enough.
- **Playing Fields.** There will be a new event - a big breakfast on the 18th May 2024. Children's side activities will also be set up. The November quiz is in the planning stage. Thanks were expressed to the Parish Council for paying for the grass cutting, hedge trimming and insurance.
- **Manorial Court.** The meeting is to be held shortly.
- **Community First.** A new resident within the village has used the iPad that is available during the table tennis evenings. The table tennis group is doing well. A walking group has sprung from the attendees. Pickleball is currently on hold due to the village hall not being big enough.

13. To receive report regarding the Glebe/woodlands

PD reported that there had been a flurry of activity within the woodlands. Upon investigation it was revealed that training was being undertaken to take out some ash dieback diseased trees. PD had been in touch with a neighbouring parishioner concerning overhanging trees that could do damage to property if they fell.

14. To decide approach to free tree planting funding grant

It was agreed that there were no opportunities at this time..

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

- Potholes in various places
- Damaged road (once again) on Badley Wood common
- Footbridge over Linceter brook
- Iron work exposed by old school
- A complaint was raised about the width of tractors and trailers. These were beginning to destroy the narrow lane verges. This also causes the filling-in of gullies and grips, causing more flooding.
- A meeting had been held with the CEO of the wedding operating company at Crumplebury. Matters were left with him to try and resolve.

16. Public participation

The Playing fields committee were commended for the latest installation of play equipment (a saucer shaped swing). It had been observed that this was popular with children. A question was raised about the Neighbourhood Development Plan. This is currently part of the wider Local Plan update by Herefordshire Council.

17. Items for future consideration

There were none.

The meeting closed at 21:15.

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Cheque No	Expenditure	Payment
300581	Clerk Salary Feb/Mar 24	£710.42
300582	Clerk HMRC Feb/Mar 24	£177.40
300583	Clerk Expenses Jan/Feb 24	£46.00
300584	SLCC subscription	£112.00
300585	Whitbourne Village Hall	£78.00
300586	Hedge/verge Cutting	£110.00
Total		£1233.82

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Chairman – 6th March 2024