

Minutes of Meeting of Whitbourne Parish Council held on 4th September 2024

Attendance:

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

In Attendance: P. Stoddart (PS) Ward Councillor, K. Phillips (Clerk). No members of the public present.

1. Apologies for absence

All Councillors were present.

2. To receive declarations of interest

There were no declarations of interest.

3. To approve the minutes of the Parish Council meeting held on 3rd July 2024

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

4. Matters arising from the above minutes

There had no progress on hanging the King's portrait in the village hall. The Clerk confirmed that it was Herefordshire Council policy to distribute the Precept in two tranches.

5. To receive report from Ward Councillor

The Ward Councillor reported that the bus service would commence on the 9th September. This would be for three years. The bus timetable had been issued. PS had been assisting a parishioner concerned about a potential local development. He also reminded the Parish Council about the drainage grant being made available.

6. To receive the Clerk's report

- The distribution of Smart Water kits had been co-ordinated and revised lists of addresses created.
- Provided assistance to residents concerning a certificate of legal development.
- Negotiated with supplier to retain original quote price for ground sockets
- Assisted Herefordshire Council with queries that ultimately led to the award of a grant (£16, 276.00) to replace the 12m footbridge in Badley Wood common. This would however bring the Parish Council income and expenditure above £25,000, which would therefore automatically require the accounts to be externally audited. Previous external audits have cost £250.00, which has not been budgeted for in this financial year.
- There has been a change of process for claiming against the Lengthsman scheme grant
- A hedge trimming suggestion had been received from the Lengthsman.

MC proposed a vote of thanks to the Clerk for the work he undertakes. This was met with approval from Parish Councillors. The Clerk thanked them for their support, which was warmly received and appreciated.

7. Financial matters

a) To approve accounts for payment.

Clerk Salary & HMRC PAYE and Clerk Expenses, lengthsman, grass cutting and Playing Fields insurance. Proposed NS, 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 30th August 2024. Proposed TH and seconded PDW. All in favour. Approved.

c) To approve Income and Expenditure reconciliation to 30th August 2024. Proposed NS and seconded SK. All in favour. Approved.

d) To review current 2024/2025 budget versus spend. Councillors confirmed the suggestion that the grant for the 12m footbridge be placed on the budget v spend spreadsheet. It was asserted that although the Parish Council were acting on behalf of Herefordshire Council in the replacement of the 12m footbridge, it still remained the property of Herefordshire Council and their need to maintain it once installed.

8. To receive report regarding the Lengthsman Scheme

PDW presented the latest Lengthsman grant figures. Much of the work so far had been on strimming, verge trimming and mole hill clearance on the Playing Fields. A meeting will be

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arranged with the Lengthsman to agree further priorities. MC reported on the grant from the PCC for the Speed Indicating Device and that it had now been erected and made operational in the Brockhampton group parish area. MC also reported that the new 'letter box' drain by the Upper Sapey brook bridge had worked well during the recent heavy rain storms. The lane at this point did not flood. RJ requested that the war memorial garden be placed on the Lengthsman task list. A 20mph speed limit through the village was mooted. PS responded that there is a six year backlog and could cost £10,000 to instate. It was suggested that a Hi-Viz vest be made available to the Lengthsman with suitable wording on the back. This would let parishioners know that the Lengthsman was at work within the parish.

9. To decide approach to hedge trimming opposite the Live and let Live pub

The overgrown hedges are causing traffic obstructions and it is now becoming more urgent as there will be an increased frequency of busses using this stretch of road. It was agreed that the Clerk would draft a letter that would be hand delivered to the residents concerned. Should this not have the desired effect, BBLP would be informed who would send out the Locality Steward to advise residents on the situation.

10. To decide frequency of rotation of SID device between parishes/locations

MC reported that research had indicated that three months was the preferred maximum as after this they can become ignored. The Clerk would advise the neighbouring parish accordingly. The Parish Council also authorised the Clerk to request the Lengthsman to place two of the ground sockets as per the agreed plans with Herefordshire Council.

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

- **Village Hall.** The British Sign Language (BSL) and Tai Chi groups were now self funding and continue to be a great success. There will now be an advanced level of the BSL group and the village hall is on course to become a BSL accredited centre. More daytime usage was being sought. Funds were low at the moment due to issues with the toilets (now fixed).
- **Playing Fields.** The quiz night has been set for the 29th November. This will include a bangers & mash plus pudding meal for £12/head. There are still issues with dog owners allowing their dogs on the field. Suitable signage is being acquired. RJ will organise the trimming of the Playing Fields hedges before Christmas. Independent and positive feedback about the availability of the adult exercise equipment has been received.
- **Manorial Court.** The next meeting will be held on the 16th September. A wildlife survey had been undertaken and the results will be presented at the meeting.
- **Community First.** No update. LK would enquire about the latest situation.

12. To receive report regarding the Glebe/woodlands

PD reported that the Rook Hill coppice is now up for sale. A concern was raised that the coppice was gifted by a local resident and there may be a restrictive covenant preventing the sale. PD agreed to follow up.

13. To receive report on Smart Water distribution progress

There had been two more distribution sessions attended by the We Don't Buy Crime team. The current status shows that 39 more kits are needed to be registered in order to receive the roadside blue signs. Councillors agreed to update the Clerk with the addresses that had received their kits.

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

- No response as yet from the defibrillator query sent
- The pathway leading from Meadow Green to Acreage was now severely overgrown with hedges
- A section of bottom lane appears to be slipping down the steep bank
- Salt bins. PS would chase up the one at the top of church bank. The one at the bottom of The Stocking was also in a poor condition.
- NS requested the replacement of the noticeboard on Bringsty Common as the existing one was beyond economical repair.

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- NDP. It was noted that new targets for housing would be announced by the government. PS opined that the increased number of houses would be quite challenging to meet in the county. It was agreed to delay the review of the NDP under such circumstances.

15. Public participation

It was reported that there were still compliance issues with the businesses at Crumplebury, in particular music being played after the 11pm curfew. It was advised to log all breaches to Environmental Health.

It is understood that there will be new owners at the Live and Let Live pub in the near future.

The meeting closed at 21:19.

Cheque No	Expenditure	Payment
300604	Clerk Salary	£556.32
300605	Clerk HMRC	£370.80
300606	Clerk Expenses	£46.00
300607	Lengthsman	£1122.00
300608	Grass cutting contractor	£720.00
300609	Playing Fields Insurance	£506.22
Total		£3321.34

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Chairman – 4th September 2024