

## **Minutes of Meeting of Whitbourne Parish Council held on 6th November 2024**

### **Attendance:**

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

In Attendance: P. Stoddart (PS) Ward Councillor, K. Phillips (Clerk). Two members of the public present. PC Lowri Jones and PCSO Toby Stephenson also present.

### **1. Apologies for absence**

Apologies were received from N Shaw (NS) and M. Clark (MC).

### **2. To receive declarations of interest**

There were no declarations of interest.

### **3. To approve the minutes of the Parish Council meeting held on 4th September 2024**

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

### **4. Matters arising from the above minutes**

LK queried the location of the King's portrait. PDW reported that Welsh Water had accepted responsibility and liability for the maintenance and upkeep of Boat Lane. Some resurfacing will be done and pot holes filled.

At this point the Chairman invited PCSO Stephenson to address the Parish Council. There had been the appointment of a new PC (Doug Hamilton) within the SNT team at Bromyard. This now makes a team of two PC's and one PCSO. The Community Charter needed to be updated for the next three months. Other topics covered included were poaching, sheep worrying and a break in to a shipping container. PC Jones also reported that she was now trained in the use of a speed gun.

### **5. To receive report from Ward Councillor**

The Ward Councillor had previously circulated his report. He then reported progress on a potential planning infringement on Badley Wood Common. He also reported upon the village safety initiative as being an historic BBLP initiative under the previous administration. He also provided a way forward to utilise the remaining S106 monies allocated for transport by subsuming it into the Lengthsman scheme. PS also provided more detail about a potential devolution being mooted by central government and its impact upon Herefordshire Council.

### **6. To receive the Clerk's report**

- The contract for the PROW variation had been signed
- Lengthsman grant invoices had been submitted
- VAT return had been submitted
- Brockhampton PC had been contacted concerning the rotation of the SID device.
- The order for the 12m bridge had been placed and is now in manufacture.
- The application for a drainage grant had been submitted

### **7. Financial matters**

- a) To approve accounts for payment.  
Clerk Salary & HMRC PAYE and Clerk Expenses, lengthsman, grass cutting and hedge cutting. Proposed LK, seconded TH. 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 October 2024. Proposed TH and seconded SK. All in favour. Approved.
- c) To approve Income and Expenditure reconciliation to 31st October 2024. Proposed PDW and seconded JB. All in favour. Approved.
- d) To review current 2024/2025 budget versus spend. The Clerk had updated the expenditure versus budget sheet as suggested at the previous meeting. He had also created a second version to separate out the grant application and payments transactions in order to keep a focus on the budget expenditure. This latter version was preferred by Councillors and will be used moving forward. No comments were raised on the current budgetary situation.

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e) To review and approve precept for 2025/2026. Councillors reviewed the draft precept/budget and made a change to include some contingency. It was proposed (PDW) and seconded (TH) that the precept remain at £13,000. All in favour. Approved.

### **8. Clerk Decision. Deposit of £500.00 for 12m bridge**

It was proposed (JB) and seconded (LK) to approve this Clerk decision. All in favour. Approved.

### **9. Planning Consultations**

9.1. 242552 - Land at Wheatsheaf Inn, Norton Lane, Whitbourne. Following a detailed discussion it was proposed (JB) and seconded (SK) to oppose this planning consultation. All in favour. Decided. The main concerns included that the development is outside the village settlement boundary, sight lines joining the A44, sight lines exiting the potential development and the ridge lines not in keeping with the Wheatsheaf Inn.

9.2. 242081 - The Oast House, Whitbourne. There were no objections to this planning consultation. Proposed (PDW) and seconded (LK). All in favour. Decided.

### **10. To receive report regarding the Lengthsman Scheme**

The minutes of the previous meeting with the Lengthsman had been circulated to Councillors. PDW reported that some of the work had already been undertaken. Of note was the hedge trimming opposite the Live and Let Live pub and the subsequent widening of the road by the Lengthsman. The application for a drainage grant had been submitted by the Clerk with input from the Lengthsman. The Lengthsman will arrange for the placement of the Speed Indicating Device into one of the ground sockets by the telephone kiosk. Future works look to be well within the budget and grant allocation. It was noted that the memorial garden had been tidied nicely,

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

- **Village Hall.** Ongoing maintenance with the toilets is still an issue. Bookings are solid. Although there are good reserves the income and outgoings are more or less break even. The dishwasher needs to be replaced with a commercial version. A Christmas event is being planned on the 1st December, which will include the switching on of the Christmas tree lights.
- **Playing Fields.** The quiz night has been set for the 29th November. This will include a bangers & mash plus pudding meal and will now likely to become an annual event. Tickets will be available in the shop.
- **Manorial Court.** There had been a meeting on the 16th September. It seems that there is an outbreak of ragwort and sightings of giant hogweed have been made. BCMC have reported that the noticeboards are in a poor state of repair and require remedial action.
- **Community First.** There had been a Community Talk meeting recently in Bromyard. The town council are getting underway with their NDP and wish to canvass satellite villages, including Whitbourne. The Clerk agreed to circulate the Community First monthly newsletter.

### **12. To receive report regarding the Glebe/woodlands**

PD reported that the woodlands had not yet sold despite several prospective purchasers making contact.

### **13. To receive report on Smart Water distribution progress**

Little progress had been made in continuing door to door distribution of the Smart Water kits. It was suggested that the kits be pre-registered and then hand delivered. The Clerk would suggest a few dates for the pre-registration meeting.

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

- The running surface had all but disappeared in places between Acreage and the rectory. PS noted that it might be possible to get the entire stretch resurfaced.
- Hedges towards Badley Wood Common. RJ would speak with the farmer concerned.

### **15. To decide date of next meeting**

It was agreed to hold the meeting on the 8th January 2025.

### **16. Public participation**

- There were some road markers missing/damaged on the bottom lane.

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- Invasive plants. Himalayan Balsam was seen to be prolific, particularly alongside the brook.
- It was reported that the new owners of the Live and Let Live pub were making it into a very welcoming pub. Positive feedback had been received from villagers.
- It was suggested that the availability of Smart Water kits be added to the village Welcome Pack.

The meeting closed at 20:55.

Cheque No	Expenditure	Payment
300611	Clerk Salary	£569.48
300612	Clerk HMRC	£379.20
300613	Clerk Expenses	£46.80
300614	Lengthsman	£1324.68
300615	Hedge cutting	£110.00
300616	Grass cutting contractor	£560.00
<b>Total</b>		<b>£2990.16</b>

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Chairman – 6th November 2024