

WHITBOURNE PARISH COUNCIL

MINUTES of the Annual Parish Council Meeting of Whitbourne Parish Council held on Tuesday 6th May at 7.30pm in Whitbourne Village Hall

Present: Cllr M Williams (Chairman), Cllr R James (Vice-Chairman), Cllrs R Freeman, D Haddock, G Cupper, J Cummins

In attendance: Mrs Mary Seldon (Clerk), Ward Councillor Gary Swinford and 12 members of the public

14/29 **Election of Chairman** to the Council 2014/15

Cllr James proposed Cllr Williams, seconded Cllr Haddock. No other nominations. **AGREED** by all. Cllr Freeman abstained.

14/30 Declaration of **Acceptance of Office**

Cllr Williams accepted the office of Chairman and thanked Cllr Freeman for all his work over the years as Chair to the Council.

14/31 **Election of Vice-Chairman to the Council** 2014/15

Cllr Williams proposed Cllr James, seconded Cllr Cupper. There being no other nominations this was **AGREED** by all.

14/32 To accept **Apologies for Absence**

Apologies had been received from Cllr N Westacott, C White and J Archer

14/33 To receive **Declarations of Interest**

Cllr Cummins: 14/36h

14/34 To approve the **Minutes of the Meeting** held on:

Tuesday 4th March 2014

Proposed Cllr Cupper, seconded Cllr Cummins, **AGREED** by all and signed by the Chairman as a true record.

14/35 To receive the **Clerk's Report**

- International bursary
- 4 Seasons Contract
- Balfour Beatty Chairman and Clerk's meeting
- Grass cutting grant 200.00
- Road sign
- Broadband in the village

14/36 **Financial Matters:**

To approve and minute the arrangements required for the end of the financial year procedure:

a) To appoint an internal auditor – Cllr Cummins proposed Leon Dodd of Overton Associates, seconded Cllr Williams, **AGREED** by all.

b) To approve all end of year (1st April 2013/31st March 2014) accounts

These had been previously circulated by the Clerk. Proposed Cllr James, seconded Cllr Cummins, **AGREED** by all.

- c) To complete and sign the annual external audit return
- d) To complete and sign the annual governance statement

The Clerk verbally read out each statement and these were individually **AGREED** by members of the council. The Chairman and the Clerk then signed the return and statement as correct and agreed for audit.

- e) To approve **accounts for payment:**

Mary Seldon Net Salary 01 02: £348.06

HMRC PAYE 01 02: £87.00

Expenses incurred by the Clerk: £20.87

SLCC Enterprises: £150.00

Broker Network Ltd. £265.08

K J Nason: £115.00

Proposed Cllr Cummins, seconded Cllr Cupper, **AGREED** by all.

- f) To approve Bank Reconciliation to 6th May 2014
- g) To approve Income and Expenditure to 6th May 2014
AGREED by all.

- h) To discuss the **request from the DCC** for funds to help with proposed refurbishment to the cemetery on Church Bank

Cllr Cummins produced another estimate for the work: MAS 425.00 plus VAT. It was **AGREED** that the Parish Council would wait until the Church had decided what to do and then discuss the matter again.

14/37 To receive **Ward Councillor's Report**

Planning application P133439/F - Erection of 20 new houses, bungalows and apartments

Cllr Swinford opted to speak on one issue, and referred to the Public Meeting he had called on the following day: 7th May in the Village Hall.

The applicants have decided to not proceed with the application going through Acreage, but it would have been approved. Cllr Swinford paid tribute to Whitbourne Estate and MW Housing – as they had listened to his concerns. He felt that to go through policy areas would be enlightening for councillors and to that end distributed extracts from National Planning Policy Framework and talked councillors through the relevant points, there was also a list of material and non-material considerations.

At the conclusion of the report Cllr Cupper stated that this had reinforced what the council already knew, but would be more beneficial to members of the public.

Cllr James asked how much a NDP featured in planning, how much weight is given to NDP in considerations. Cllr Swinford replied that until the Core Strategy was in place there was not significant weight.

14/38 **Public Participation** - members of the public are allowed 10 minutes to address the Council Cllr Williams thanked the new footpaths officer, Neil Grant, for all his work.

- Noel Knight - what is land bank holding? Cllr Swinford replied: 2½ years
- It was reported that the quality of mowing on the village green was not good
- Questions were asked about what was going on at the back of Acreage – no answers could be given.

- Noel Knight – the PC working on the next draft of the NDP - please ensure the next one is well advertised.

There was some discussion about planners not taking views of the community and how this worked alongside the Localism Act. Cllr Williams explained that the NDP would be taken as law once it had gone through the referendum process.

Cllr Swinford repeated that the NDP could not be approved until there is a Core Strategy – and it was agreed by many that it would be wrong that the NDP could go into oblivion due to the tardiness of Herefordshire Council. Cllr Cupper explained that many felt let down by Herefordshire Council in the past.

14/39 To receive reports from **Outside Bodies and receive updates on agreed decisions:**

- a) Village Hall Committee - a letter had been received from the Chairman Mr Jones – Cllr Williams asked that he be helped to do this work and make sure there is enough members of the committee. She hoped members would attend the AGM.
- b) Playing Fields Committee - letter from Christopher Hawkins regarding the state of the war memorial. There was some discussion as to who was now keeping this area tidy. It was thought that tidying the area had been taken on by Noelle Wilson and Cllr Cummins agreed to speak with her about this matter. The Clerk was asked to also inform 4Seasons that there have been complaints and reply to Chris Hawkins.

14/40 To receive update on the **Neighbourhood Plan**

Cllr Williams passed around her report and explained what had taken place since the end of the consultation.

14/41 To review **Parish Council policies**

As the Clerk had been unable to find any policies amongst the hand-over paperwork from the previous Clerk it was decided to defer this item until the next meeting when new policies would be prepared for approval.

14/42 To report **village issues** regarding road maintenance, clearance, etc.

- The Clerk had received a letter from Pat Priest asking the Parish Council for a donation towards the cost of petrol and maintenance for Badley Wood. There was much discussion about this and the Clerk was asked to reply to Mr Priest informing him that it was not possible to send a donation at this time, but suggesting that residents form their own committee and apply for grants.
- Cllr Freeman commented that the website needed updating.
- The Clerk was asked to write a letter to Chris Hawkins saying thank you for flying the flag.
- Main section of village road - in front of the shop - is this on the list for doing? Needs resurfacing.
- Plus road from school up to Acreage
- Plus Ford up to Ford Bank
- Plus Pot Hole - Stocking Lane
- Village Green - working party for the Autumn
- Cllr Williams asked that the Public section of the agenda be moved permanently to the end in future. This was AGREED by all.

14/43 Items for future consideration
Policies

8.55 finish

