*9-2021*

**WEOBLEY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

Minutes of the Weobley Parish Council Meeting held at Hopelands Village Hall, Weobley, HR4 8SN on Tuesday 26th October 2021 commencing at 7:00pm.

**MEMBERS PRESENT:** Councillors L Anderson (Chair), J Simons (Vice Chair), A Apps, C Breen, P Lloyd and H Quinlan (2 Vacancies*).*

**IN ATTENDANCE:** Clerk to the Council – Romily Giddens, Ward Cllr Jones and PC Dean Wall.

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr C Mills and Cllr C Saunders.

1. **DECLARATIONS OF INTEREST AND WRITTEN REQUEST FOR DISPENSATION**

Cllr Quinlan declared a personal interest in planning application 213845.

1. **CO-OPTION**

Council **NOTED** that there are 2 vacancies on the Council. There has been interest recently from a couple of residents but no formal applications had been received.

1. **MINUTES**
   1. It was **RESOLVED** that the minutes of the Council Meeting held on 28th September be agreed and signed as a correct record.
2. **OPEN SESSION**
   1. **Police Report** - The following report was received from PC Dean Wall and **NOTED** by the Council:

* There have been several reports of antisocial driving along Hereford Road, relating primarily to speeding and driving on the pavement as a result of parked cars on one side of the road.
* On 21/10/21 at 1100 hours, reports of a window being smashed were received. This was potentially caused by an air rifle but no arrests have been made.
* On 29/09/21 a report was received on a number of ceremonial swords had been stolen from a property in the village. The resident was not in the property at the time. No arrests have been made.
* There had been a number rumors of antisocial behavior locally but no formal reports had been made. PC Wall emphasised the importance of reporting any suspicious behavior.
* The updated CCTV at the Village Hall has been very useful for the Police due to its remote access capabilities.
* Neighbouring Parishes have had regular police surgeries reintroduced. Due to staff shortages, this has not been the case in Weobley currently.
  1. **Ward Councillor Report** – The following report was received from Ward Cllr Jones:
* A total of 169 personal have left the council employment over the last 12 months which represents some 12-13% of staff. This is similar to other authorities and is not cause for concern. The council are trying to recruit in all areas and are looking to appoint 4 new directors by December. One of the main areas of concern is planning; there are delays in allocating planning applications to officers. The leader of the council and cabinet member for Children’s services are implementing a strategy of carrying out exit interviews with Children’s social workers to try and ascertain why they are leaving and see if they can be persuaded to change their mind.
* The Interim Director of Children’s services left with immediate effect in October following a whistle blowing enquiry. Catherine Knowles had only been in the role for six months and the enquiry is still taking place into her actions. Daryl Freeman has taken over the role until a new Director has been appointed in December.
* Paul Walker the chief executive has been looking at potential sites for a new bridge to cross the river Wye and form an Eastern Link Corridor. No land has been purchased yet but it was disappointing to read John Harrington’s comments that this new bridge linked to the Rotherwas trading estate may be restricted from HGV’s. I feel this could waste a lot of money building a new bridge on its own, not linked to a bypass that cannot take lorries to the Rotherwas Industrial Estate; the very heartland of business growth for Herefordshire.
* The Council had a £1million pound under spend on revenue for the year ending 30th March 2021. Adult social care came in under budget and considering the growing costs in this sector, this was a great achievement. Also written off in last year’s figures was the costs of the abandoned Western Bypass. Some £3.9 million was requested for repayment by the LEP, but only a percentage of this was paid back which was an undisclosed sum not put forward by the head of finance.
* Over £9 million pounds is currently held up with the council in section 106 money. This money is for local projects where building developments over 10 houses have been provided by the developers. This money is to be released in December for local projects to go ahead having been held up by the council to check that value for money is being gained and several quotes are being obtained, instead of just using Balfour Beatty.
* At the full council meeting on the 8th October 3 motions were put forward:

1 To change the model of Children’s Scrutiny with 3 dedicated councillors. Motion lost

2 Declare that Belmont Abbey surroundings and Breinton become a cultural Heritage. Motion passed

3 Areas of the River Wye and Lugg officially identified as swimming water. Motion passed

* The council have been looking where the main complaints have been coming into the council from the public, with planning issues the main concern. Lots of complaints about enforcement and planning issues especially where work was agreed to get planning and has not been carried out by the developer.

**5.3 Local residents** – The following issues were raised:

* A thank you for keeping the Back Lane public toilets open throughout the pandemic was **NOTED** and would be passed on to Mary Kenny who maintains the toilets voluntarily.
* A donation of two bags of daffodil bulbs had been received. The Council **RESOLVED** to write to thank the residents for the donation.

1. **FINANCE**
   1. **Payment schedule** –

Council **RATIFIED** the following payments relating to October 2021 as outlined below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PAYEE** | | **SERVICE** | **CHEQUE** | | **TOTAL** |
| Autela | 3 Months Payroll Services | Cheque 1703 | £50.40 | |
| PFK Littlejohn | External Audit 2020-21 | Cheque 1704 | £480.00 | |
| Hopelands Village Hall | Village Hall Grant | Cheque 1705 | £383.16 | |
| Mike Ware | Mower Fuel | Cheque 1706 | £24.57 | |
|  |  |  | **£938.13** | |

Council **APPROVED** the payment of accounts relating to October 2021 as outlined below:

|  |  |  |  |
| --- | --- | --- | --- |
| **PAYEE** | **SERVICE** | **CHEQUE** | **TOTAL** |
| Romily Giddens | Clerk Salary October 2021 | Cheque 1707 | £392.60 |
| Romily Giddens | Clerk’s Expenses October 2021 | Cheque 1707 | £22.18 |
| Upper Bridge | New Email Address | Cheque 1708 | £51.34 |
| Parks and Playgrounds | Play Area and Skatepark Inspection 2021 | Cheque 1709 | £63.40 |
| C Breen (Amazon) | Spring Clips to Secure Bags to Bins | Cheque 1710 | £6.99 |
| C Breen (Amazon) | Silicone Grease Spray for Play Area Gate | Cheque 1710 | £6.99 |
| C Breen (B&Q) | Weed Killer | Cheque 1710 | £11.00 |
| C Breen (Screwfix) | Tree Ties | Cheque 1710 | £22.99 |
| C Breen (Tlightsshopdirect) | 3 x 30 Christmas Lights | Cheque 1710 | £33.95 |
|  |  |  | **£611.44** |

\* **Printing subscription, 50 x White Envelopes & 12x1st Class Stamps.**

* 1. **Bank Reconciliation April – September 2021** – The Council **NOTED** the bank reconciliation for the 6-month period with the balance of £25,847.27. Expenditure for the period totalled £45,321.46 and Receipts totalled £40,769.63.
  2. **Budget Monitoring April – September 2021** – Due to postponement of the Clerk’s Finance CiLCA training course, the budget monitoring for the period would be presented at the next Parish Council meeting. The Budget Working Group **RESOLVED** to meet on Tuesday 16th November at 6pm to review budget monitoring for 2021-22 and compile the draft budget for 2022-23.
  3. **Risk Register** – The Council **NOTED** the current risk register which was last reviewed in January 2019 and **RESOLVED** to make the following amendments:
* Removal of ‘Covid-19 legislation requires meetings to be held remotely to mitigate risk’ under Meeting Location.
* Removal of ‘Clerk as RFO makes monthly payments to HMRC and this is reported at the next meeting’ and replaced with ‘Payroll provider Autela, undertakes monthly payroll for the Parish Council, including payslips, RTIs and PAYE/NI submissions to HMRC. These are reported to and paid for by the Parish Council’ under Clerk. The risk was consequently reduced from medium to low.
  1. **Weobley Parish Council Financial Regulations –** The Council reviewed the current financial regulations which were modelled off NALC’s 2014 model financial regulations. The Council **RESOLVED** to adopt NALC’s 2019 model financial regulations. The updated version would be uploaded to the Parish Council’s website.
  2. **Conclusion of 2020-21 Audit –** The Council **NOTED** that the 2020-21 had concluded. The notice for Conclusion of Audit was published on the 28th September 2021 on both the Parish Council website and on notice boards around the Parish.
  3. **Update on S106 funding –** The S106 funds will be used on Open Spaces around the village including the Play Area drainage and equipment, Rose Garden refurbishments and Allotments set up.
     1. **Weobley Allotments Society Grant Request –** The Council **NOTED** a grant request of £2500 from Weobley Allotments Society to be used to support the setup of the Allotments. The Council **RESOLVED** to award the grant which would be paid directly to Weobley Allotments Society on a one-off basis.

1. **PLANNING**

**Planning applications -** It was **RESOLVED** to make the following comments on applications to be determined by Herefordshire Council:

**APPLICATION: P213478**

SITE: Pippin House (formally Colebrook), Weobley, Hereford, Herefordshire HR4 8RR

DESCRIPTION: Proposed 2 storey extension

COMMENT: The Parish Council does not have any objections to the proposed extension which will be sympathetic to the design of the original property.

**APPLICATION: P213485**

SITE: Meadow Barn Cottage, Meadow Street, Weobley, Hereford, Herefordshire HR4 8SF

DESCRIPTION: Proposed single storey extension to rear and single storey extension replacing existing store lean-to to side.

COMMENT: The existing property has been converted into accommodation from what was originally an agricultural outbuilding constructed from cement blocks. The proposed single storey extension will almost double the footprint of the building and there will be quite an expanse of flat roof. The open store on the northern side will be enclosed and incorporated into the accommodation. Clarification is needed regarding the planned material for the windows, including replacement of the existing.

We acknowledge Historic England's request for deferral on any decision until a Heritage Statement has been prepared in order to assess the impact of the proposal on the area and existing buildings. We therefore anticipate changes to the application on which we expect to be further consulted.

**APPLICATION: P213510 - Works to Trees in a Conservation Area**

SITE: Little Orchard Hereford Road Weobley Hereford Herefordshire HR4 8SW

DESCRIPTION: Crown thinning- Eucalyptus and Silver Birch. Maple - Fell and replace with smaller species (Japanese Maple or similar)

COMMENT: No objection.

**APPLICATION: P213774 - Works to Trees in a Conservation Area**

SITE: Little Orchard Hereford Road Weobley Hereford Herefordshire HR4 8SW

DESCRIPTION: Proposed reduction of overgrown Leylandi hedge by half.

COMMENT: No objections.

**APPLICATION: P213845 - Works to Trees in a Conservation Area**

SITE: 53 Burtonwood, Weobley, Hereford, Herefordshire HR4 8SZ

DESCRIPTION: Removal of Leylandii type tree. This is a very large overgrown tree that has outgrown its environment.

COMMENT: No objection.

1. **PARISH MAINTENANCE**
   1. **Lengthsman Tasks:**

* Council **NOTED** a quote for work to a tree in Bearcroft for £190. It was **RESOLVED** to proceed with this quote.
* The Council **RESOLVED** to continue pursuing Welsh Water about acquiring the Pump House.
  1. **Cobbles –** The Council **NOTED** an article which was in the Magpie Magazine. Cllr Anderson had been in contact with Herefordshire Council who have confirmed that it is currently the responsibility of Highways, and consequently anything placed in the cobbles would be considered an obstruction There is potential for the Council to take over the ownership of the asset. The Council **RESOLVED** for Cllr Anderson to investigate further.

1. **PLAY AREA**

The minutes from the Play Area Team’s (PAT) meeting had been circulated. The following points were raised:

* A meeting with Playdale has been arranged to discuss the replacement of equipment.
* On the 3rd November, a meeting will take place to discuss potential drainage solutions at the Play Area
* ROSPA have concluded their inspection and a report has been provided with recommendations. The highest risk was 8/25.
* Out of the 14 tree planted earlier in the year, 4 have been vandalised. After consultation with the tree warden, it was agreed that 1 tree would be replaced and the other 3 damaged trees would be pruned to promote new growth.

1. **INFORMATION SHEET**

Council **NOTED** that the following correspondence had been received:

* Herefordshire Locality Steward update – October 2021
* Talk Community updates – October 2021

**10.1 Talk Community Hub –** A request had been received to set up a ‘Talk Community Hub’ in the village and was **NOTED** by the Council. This is a signposting service for Herefordshire to bring the county’s resources together. A potential location was the Library. The Council **RESOLVED** to proceed with setting a hub up and promoting it on the Parish Council website.

1. **DATE OF NEXT MEETING**

Council **NOTED** that the next meeting of the Council would be held on **Tuesday 23rd November 2021** at 7.00pm in Hopelands Village Hall, Weobley, HR4 8SN.

There being no further business the Chairman declared the meeting closed at 9.17pm.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CHAIR: DATE:**