

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Wednesday 19th February 2020

TO: ALL MEMBERS OF WEOBLEY PARISH COUNCIL: Councillors L Anderson (Chair), J Simons (Vice Chair), C Breen, P Lloyd, V Mackie, H Quinlan, C Saunders, M Ware and M West. (1 Vacancy)

NOTICE OF MEETING

You are hereby summoned to attend the Parish Council Meeting of Weobley Parish Council which will be held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 25th February 2020 commencing at 7:00pm at which your attendance is required.

Paul Russell

Paul Russell
CLERK TO THE COUNCIL

PUBLIC OPEN SESSION

Members of the public are invited to address the Council on any matters relating to the work of the Council or to raise any issues of concern. (Public Bodies (admission to meetings) Act 1960).

AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
 2. **DECLARATION OF INTEREST**
Members should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.
 3. **CO-OPTION**
To consider filling the current vacancy through co-option.
 4. **MINUTES**
The Minutes of the Council Meeting held on 28th January 2020 need to be agreed and signed as a correct record.
 5. **MATTERS ARISING**
Please see update sheet attached to the agenda.
 6. **POLICE REPORT**
To receive the Police report, if available.
 7. **WARD COUNCILLOR REPORT**
To receive a report from Ward Cllr Jones.
 8. **FINANCES & POLICY**
- (a) **Accounts Outstanding and Financial Statement** – To approve the payment of accounts relating to February 2020. A full list will be presented at the meeting.

- (b) **Climate Change** – To consider declaring a Climate Emergency. Please see the attached report.
- (c) **Risk Register** – To formally review and adopt the Parish Council's Risk Register.
- (d) **Village Hall Management Committee** – To consider nominating a Council representative to sit on this Committee. The AGM will be held on 23rd March 2020.
- (e) **Grant Criteria and Form** – Please see attached draft form and criteria for consideration.
- (f) **Christmas Lights** – To receive an update from Cllr Breen following recent investigations into LED lighting.

9. HIGHWAY MATTERS

- (a) **Footpath update** – To receive an update. Cllr Ware to report. To consider suggesting an accessible route and submitting details to the Accessibility Working Group, Herefordshire Local Access Forum.
- (b) **Lengthsman/P3** – To receive an update on the works commissioned and outstanding. Cllr Lloyd to report. A 2020/21 Maintenance Plan needs to be developed.

10. PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council.
- (b) **Gadbridge Road (P163963)** – To receive an update.
- (c) **NDP** – The settlement Hierarchy form received from Herefordshire Council needs to be completed.

11. PARISH MATTERS

- (a) **S106 Highway Report** – To discuss the update received from Herefordshire Council. Please see attached report.
- (b) **Play Area/Skate Park** – To note that the additional information request for the new skate park has been forwarded to Concreate. To receive an update regarding play area maintenance.
- (c) **Rose Garden** – To receive an update if available.
- (d) **Tree Planting** – To discuss proposed tree planting in the Parish funded by donation.
- (e) **LEADER Funding Project** – To receive an update on progress.

12. CORRESPONDENCE – To note correspondence received:

- Locality Steward Weekly Briefing – February 2020;
- Road Closures, Herefordshire Council – February 2020 programme updates;
- Herefordshire Rural Hub – February 2020.

13. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday 24th March 2020 at 7.00pm in the Hopelands Village Hall, Weobley HR4 8SN.

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Weobley Parish Council Meeting held at the Hopelands Village Hall, Weobley HR4 8SN on Tuesday 28th January 2020 commencing at 7:00pm.

MEMBERS PRESENT: Councillors L Anderson (Chair), J Simons (Vice Chair), C Breen, H Quinlan, P Lloyd, V Mackie, C Saunders and M Ware.

ALSO PRESENT: One member of the public.

OFFICER PRESENT: Clerk to the Council.

PUBLIC OPEN SESSION

One member of the public was present. The following matter was raised:

- Council received a request to place a bench in the Rose Garden in memory of Ann Preece;
- The design of the bench had not yet been finalised and it was suggested that the design be agreed as proposals to refurbish the Rose Garden were developed;
- Materials had been donated and funding had also been raised;
- Council agreed to support the installation of the bench in principle.

82/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr M West. Apologies had also been received from Cllr Michael Jones and the Police.

83/19 DECLARATION OF INTEREST

The following Declaration of Interest was made:

- Cllr Lloyd: P194413

84/19 CO-OPTION

As no applications had been received it was agreed to defer this item until the next meeting. It was agreed to develop some posters to encourage interest in the vacancy.

85/19 MINUTES

It was **RESOLVED** that the Minutes of the Council Meeting held on 26th November 2019 be agreed and signed as a correct record.

86/19 MATTERS ARISING

Council considered the update report. The following matters were noted:

- An expression of interest had been submitted to Herefordshire Council regarding the potential upgrade of the Library, Museum and public conveniences;
- A meeting would be arranged with Herefordshire Council, the Parish Council, the Museum and library volunteers to discuss options;
- It was agreed to ask Richard Baugh to address the water ingress on the chimney. Cllr Simons would oversee this;
- Cllr Saunders would forward information regarding tourism grants to the Clerk. The deadline to submit an expression of interest was 16th February 2020.

87/19 POLICE REPORT

The Police had submitted a written update which had been distributed to Councillors.

88/19 WARD COUNCILLOR REPORT

Council noted that Ward Cllr Jones had apologised for not being able to attend the meeting as he was away at a conference. The Herefordshire Council decision regarding transport and the bypass were noted.

89/19 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council **RESOLVED** to approve the payment of accounts relating to January 2020, amounting to £3,667.30, including VAT:

PAYEE	SERVICE	CHEQUE	TOTAL
MM & JE Ware & Son	P3 maintenance	1566	£608.40
Welsh Water	Library	DD	£50.25
P Russell	Salary Dec 19	1567	£134.32
R Russell	Salary Dec 19	1567	£227.13
P Russell	Salary Jan 20	1567	£134.32
R Russell	Salary Jan 20	1567	£123.87
P Russell	HMRC Cumbernauld	1567	£322.86
P Russell	Clerk's Expenses	1567	£76.18
Hopelands Village Hall	Council meetings	1568	£30.00
Hopelands Village Hall	Skate meeting	1568	£30.00
D.M. Electrical Services	Inv 1592 Pillar box	1569	£490.00
D.M. Electrical Services	Inv 609 Library	1569	£125.00
Fran White	Play Inspection	1570	£90.00
Chris Breen	Refuse sacks	1571	£33.48
Chris Breen	Lights	1571	£49.32
Chris Breen	Lights	1571	£22.82
Microshade Business Consultants Ltd	IT Provision	1572	£418.80
Richard Mills	Lengthsman	1573	£0.00
Richard Mills	Lengthsman	1573	£516.00
Salutation Inn	NDP completion	1574	£129.55
Mark Hurds	Lights Electric	1575	£55.00
			£3,667.30

It was further agreed to develop a grant form and criteria for those wishing to apply to the Parish Council for grant assistance in the future.

- (b) **Budget 2020/21** – Council discussed the draft budget for 2020/21 and, following consideration, **RESOLVED** to adopt it without further amendment.
- (c) **Precept** – Council considered the proposed precept to be requested from Herefordshire Council and **RESOLVED** to request a precept of £28,465 for the 2020/21 financial year.
- (d) **Christmas Lights** – Council noted the update regarding the 2019/20 Christmas Lights scheme. The following was agreed:
- Noted that £70 had been collected in donations;
 - Reimburse Mark Hurds £55, noting the £20 donation to cover the £75 cost;
 - Reimburse Mr Metcalfe £50 for the cost of electricity from the donations received;
 - Reimburse Mr Burke £20 for the cost of electricity from the donations received;
 - Send thank you letters to those who had donated towards the lights.

Cllr Breen agreed to investigate new low energy bulbs for the lighting scheme and the use of LEDs.

90/19 HIGHWAY MATTERS

- (a) **Footpath update** – Council noted that a query regarding WX21 had been received from the Herefordshire Council PROW. Following discussion, it was agreed to:
- Inform Herefordshire Council that the Parish Council had no objection regarding the possible relocation of the footpath to follow the original route if there was no other option available;
 - Suggest that the PROW office inspects the Deeds of the property in question;
 - If rerouted, to use the stiles on Weobley footpaths;
 - Keep the Parish Council informed of progress.

It was agreed to pay MM & JE Ware & Son £945:00 + VAT for mowing in the 2019 season, subject to receipt of an invoice.

- (b) **Lengthsman/P3** – Council received an update on the works commissioned and outstanding. The following actions were agreed:
- Delegate Cllrs Breen and Ware to install additional security to the gates in Folly Lane;
 - To approve the final works in Bell Square amounting to £410 + VAT. Cllr Lloyd to instruct the Lengthsman to proceed;
 - Cllr Lloyd to follow up the offer to store sandbags;
 - To liaise with the Locality Steward regarding the possibility of installing cycle racks at a location to be agreed;
 - To obtain advice and costings to install a step into the telephone kiosk;
 - To identify further options to repair the fingerpost collar.

91/19 PLANNING MATTERS

- (a) **Planning** – To discuss planning applications received from Herefordshire Council.

APPLICATION: P194421
SITE: The Cwm, Meadow Street, Weobley, Hereford, Herefordshire HR4 8SF
DESCRIPTION: Installation of an externally sited air source heat pump to the north west elevation as well as for the installation of a 'Keder' greenhouse structure which is to be sited to the north west of the host property.
COMMENT: Recommend refusal for the following reasons:

- There is concern regarding the appearance, scale, position and visibility of the proposed greenhouse;
- The greenhouse will be visually intrusive in the position proposed and it is requested that a more sensitive location be considered;
- There is concern regarding the size of the greenhouse and that no screening is proposed.

APPLICATION: P194291
SITE: Camberwell Cottage, Weobley, Hereford, Herefordshire HR4 8SH
DESCRIPTION: Proposed felling of Conifer tree
COMMENT: No objection.

APPLICATION: P194413
SITE: Plot 4, The Paddocks, Weobley, Hereford, Herefordshire HR4 8RY
DESCRIPTION: Proposed dwelling (to replace previously approved NW2000/0941F. plot 4 dwelling comprising a detached house with double garage)
COMMENT: No objection.

APPLICATION: P194212
SITE: Land at Meadow Street Weobley Herefordshire
DESCRIPTION: 2 no. Ash Trees - trim lower branches.
COMMENT: No objection.

- (b) **Gadbridge Road (P163963)** – Council agreed to seek further advice from the Locality Stewards regarding the reinstatement of the verge opposite the development site including the possibility of providing a kerb and pavement. It was also agreed to contact the MP regarding the poor state of the highway in the village, especially the rapidly deteriorating surface of Gadbridge Road.
- (c) **NDP** – Council noted that consideration should be given to begin reviewing the adopted NDP in line with the revised Herefordshire Core Strategy and amendments to the National Planning Policy Framework. It was agreed to complete the review by October 2021.

92/19 PARISH MATTERS

- (a) **Highway Matters**– Following discussion, Council agreed to note the survey undertaken in Portland Street and support the revised TRO for Weobley.
- (b) **Play Area/Skate Park** – Following consideration it was agreed to:
- Formally confirm the favoured design identified by the Skate Park Group;
 - Liaise with Concreate, the chosen contractor, and seek a full specification to construct the skatepark according to the design chosen;
 - Request that a ten-year maintenance schedule be drawn up as part of the agreed contract;
 - That an estimate to provide additional public liability insurance be obtained;
 - That terms of use of the skate facility be drawn up.

Council noted the play area update presented by Cllr Breen. The mower would be purchased and delivered by 16th March 2020. It was agreed that MM & JE Ware & Son continue to mow the football area in 2020. The Chair of Council would write to Gareth Higgs re the recent tree removal undertaken free of charge to thank him.

- (c) **Rose Garden** – Council noted the refurbishment proposals update presented by Cllr Anderson. A plan was being developed and would be presented in due course. The proposal for the memorial bench would be included in the final design.
- (d) **Tree Planting** – Council noted that a generous contribution to fund tree planting in the Parish had been promised. It was agreed to develop proposals for additional tree planting including the replacement of the cherry tree in the Rose Garden and the replacement of a number of trees in Bell Square.
- (e) **LEADER Funding Project** – Council noted that there would be a site meeting on Wednesday 29th January 2020 at 9am with the Locality Steward to confirm the locations of the new Welcome Signs. The design for these had now been agreed. The wording for the interpretation panels was almost complete and the Chair would be liaising further regarding the photographs following comments received from Visual Works.

93/19 CORRESPONDENCE – Council noted the following correspondence received:

- Locality Steward Weekly Briefing – January 2020;
- Road Closures, Herefordshire Council – January 2020 programme updates;
- Herefordshire Rural Hub – January 2020;
- Parish Briefing Presentation;
- Hereford Transport Package and South Wye Transport Package decision.

94/19 DATE OF NEXT MEETING

Council noted that the next meeting of the Council would be held on Tuesday 25th February 2020 at 7.00pm in the Hopelands Village Hall, Weobley HR4 8SN.

95/19 CONFIDENTIAL MATTERS (Public and Press to be excluded)

(a) **Contract** – This matter had already been considered under Minute 92/19(e).

There being no further business the Chairman declared the meeting closed at 9:34pm.

CHAIR:

DATE:

WEOBLEY PARISH COUNCIL

CLIMATE CHANGE

1. INTRODUCTION

- 1.1 A number of town and parish councils across the country have declared a climate emergency and are beginning to develop action plans to help address the issue.
- 1.2 Locally Fownhope, Leominster, Kington and Brockhampton Group have formally declared a climate emergency and are working towards developing action plans.
- 1.3 The sector has also received presentations both nationally at the SLCC and NALC conferences and locally through HALC on the subject. In Herefordshire workshops have been organised to help councils begin to develop action plans. These have been organised by the Herefordshire Green Network under the title “The Great Collaboration”.
- 1.4 Weobley Parish Council is invited to declare a climate emergency and begin to develop an Action Plan.

2. THE DRAFT DECLARATION

- 2.1 The following draft declaration is submitted for consideration:

Weobley Parish Council believes that

- All governments (national, regional and local) have a responsibility to limit the negative impacts of climate breakdown. This statement acknowledges that responsibility within the parish of Weobley;
- Local governments should not wait for national governments to change their policies, but act independently, and further, use this pledge to push local and national Government to act as part of this commitment.
- It is important for the residents of Weobley and the United Kingdom that councils commit to carbon neutrality as quickly as possible. Weobley Parish Council proposes that this begins with this statement.
- The consequences of global temperature rising above 1.5 degrees Celsius will be so severe that preventing this from happening must be our number one priority and thus built into our decision making process and plans going forwards.
- Climate action can deliver economic benefits in terms of jobs, financial savings and market opportunities (as well as improved well-being for people worldwide). Action now will certainly reduce long term cost and suffering.

In declaring this climate emergency Weobley Parish Council would agree to:

- Commit to an accelerated reduction of our carbon emissions, with the aspiration to become a carbon neutral community by 2050 at the latest in accordance with CCC recommendations.
- To work with local partners to produce a carbon reduction plan and an action plan covering all relevant council strategies during 2020.

- To work with our local community to enable them to take all possible measures to match or better our efforts, and to support our community at both an individual and business level to demonstrate, inspire and share best practice both within the parish and further afield.
- To ensure our community buildings only use 100% renewable energy and lowest carbon where this is not possible.
- To focus on local key issues, including public and community transport, recycling, management of our open spaces to help protect and enhance biodiversity, and other areas where we can have a positive role to play.
- To strongly encourage Herefordshire Council, and departments within it, to act in accordance with wider international agreements relating to climate as an absolute minimum. For example, to develop planning conditions for all new developments in Herefordshire, both residential and commercial, that aim to be build dwellings that are as close to zero carbon as possible.
- Consider adopting Passive house (German: Passivhaus), which is a voluntary standard for energy efficiency in a building, which reduces the building's ecological footprint. It results in ultra-low energy buildings that require little energy for space heating or cooling.
- To help provide the necessary resource to deliver on this carbon reduction commitment, and to monitor and report annually on our progress.

3. POTENTIAL FUTURE ACTIONS

3.1 As the Parish Council begins to develop ways to achieve its targets it would be easier to organise potential actions into three categories:

- Actions that will be best achieved by the parish council;
- Actions that can be championed by local community or special interest groups;
- Actions that can be implemented by us all as individual households.

3.2 Alongside this there are recognised areas where the Parish Council can begin to start to make reductions. These actions need to be developed following on from the declaration.

WEOBLEY PARISH COUNCIL

OPTION PROGRESSION FOR THE S106 WORKS AT WEOBLEY.

In light of the discussions and Herefordshire Council's examination of options to increase off carriageway parking opposite the surgery, it is proposing the inclusion of an asphalt surfaced pull in adjacent to the carriageway for parking on Gadbridge Road. Having looked into differing arrangements (angled and perpendicular to the road), in light of the constraints and safety of vehicles approaching from either direction when coupled with the necessary manoeuvre to enter or leave any new parking bays, It is felt that this delivers additional capacity without endangering the safety of road users. This option would remove parked vehicles from the carriageway and improve safety on Gadbridge Road.

The drawings (which will be available at the meeting) provide details of this option.

Herefordshire Council would welcome the Parish Council's views on the above proposal.

WIDER UPDATES

- Extension of 30mph on Gadbridge Road – the Assistant Director's report is with HC for consideration and comment but recommends approving the revised speed limit location
- Revised waiting restrictions on Broad Street – the Assistant Director's report is with HC for consideration and comment but recommends approving the planned changes without any limited waiting parking being introduced based on parking beat surveys undertaken.
- Works on Burtonwood. HC has met with the school and is currently awaiting an update on the status of the planning application for residential development on land to the north east of the primary school to co-ordinate any works it might consider with those conditioned/to be undertaken in conjunction with the development site
- Footpath extension by the village hall – we have received your aspirations through the TRO team (Ray Wallace) and will explore their feasibility and how these may be delivered.