

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Wednesday 13th January 2021

TO: ALL MEMBERS OF WEOBLEY PARISH COUNCIL: Councillors L Anderson (Chair), J Simons (Vice Chair), A Apps, C Breen, P Lloyd, 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 remotely via the Zoom platform on **Tuesday 19th January 2021** commencing at 7:00pm at which your attendance is required. The Zoom link can be followed here.

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 and to receive confirmation of resignations received.
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. **MINUTES**
The Minutes of the Council Meeting held on Monday 25th November 2020 need to be agreed and signed as a correct record.
4. **MATTERS ARISING**
Please see update sheet attached to the agenda.
5. **POLICE REPORT & CCTV PROVISION**
To receive the Police report, if available, and to review the provision of CCTV in the village with a view of expanding and upgrading it.
6. **WARD COUNCILLOR REPORT**
To receive a report from Ward Cllr Jones.
7. **FINANCES & POLICY**
- (a) **Litter Picking Equipment** – To ratify the purchase of 10 litter pickers at a cost of £12 each, including VAT.

- (b) **Accounts Outstanding and Financial Statement** – To approve the payment of accounts relating to December 2020 and January 2021.
- (c) **Budget Considerations 2021/22** – To consider adopting the budget for the 2021/22 Financial Year.
- (d) **Precept** – To formally request a Precept of £32,114 for the financial year 2021/22 from Herefordshire Council.
- (e) **Clerk to the Council** – To receive an update regarding the recruitment of a new Parish Clerk. A number of applications have been received and interviews are being arranged.
- (f) **Grant Criteria** – Please see the attached draft grant application form and criteria for consideration.
- (g) **Website & Newsletter** – To consider commencing either the revamping of the existing website or to develop a new website. To consider producing a newsletter in either printed or electronic form.
- (h) **Library** – To consider the following matters:
 - The quotation received following the recent survey that has been undertaken;
 - Consider the possibility of applying for a Public Works Loan Board Loan;
 - To consider the purchase of a dehumidifier for the library

8. HIGHWAY MATTERS

- (a) **Footpath update** – To receive an update if available.
- (b) **The Pump House & Bell Square Car Park** – To receive an update if available. A reply is still awaited from Welsh Water.
- (c) **Christmas Lights** – To receive an update from Cllr Breen following the revised Christmas Lights for 2020/21.
- (d) **Lengthsman Tasks** – To consider works to be undertaken by the Lengthsman.

9. PLANNING MATTERS

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

10. PARISH MATTERS

- (a) **Play Area** – To receive an update regarding play area maintenance and the installation of the play area gate.
- (b) **Skate Park** – To receive an update regarding the development of the Skate Park.
- (c) **Rose Garden** – To receive an update if available.
- (d) **LEADER Project** – To receive an update if available.

11. CORRESPONDENCE – To note the receipt of the following correspondence:

- Locality Steward update – January 2021
- HALC Training Courses – January 2021
- Herefordshire Council Covid-19 updates
- Road Closure information – January 2021

12. DATE OF NEXT MEETING

The next meeting of the Council will be held on Tuesday 23rd February 2021 via the Zoom platform at 7.00pm.

Topic: Weobley Parish Council Meeting

Time: Tuesday 19th January 2021 07:00 PM London

Join Zoom Meeting:

<https://us02web.zoom.us/j/82609840509?pwd=a0ZFMEdwSTJLbVRuc0t4WWZzaEdWdz09>

Meeting ID: 826 0984 0509

Passcode: 191922

WEOBLEY PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Weobley Parish Council Meeting held remotely via the Zoom platform on Wednesday 25th November 2020 commencing at 7:00pm.

MEMBERS PRESENT: Councillors L Anderson (Chair), J Simons (Vice Chair), A Apps, C Breen, P Lloyd, V Mackie, H Quinlan (7.24pm) and M Ware.

ALSO PRESENT: Ward Cllr Jones.

OFFICER PRESENT: Clerk to the Council.

PUBLIC OPEN SESSION – There were no members of the public present. No matters were raised.

61/20 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr M West. The Chair had been in contact with Cllr West and it was agreed to review the matter in 2021.

Cllr Lloyd informed Council that she would be stepping down from the Parish Council in November 2021. Council also noted that Cllr Ware would be stepping down from the Parish Council in the near future.

62/20 DECLARATION OF INTEREST

There were no declarations of interest made.

63/ 20 MINUTES

It was **RESOLVED** that the Minutes of the Council Meeting held on 26th October 2020 be agreed and signed as a correct record.

64/20 MATTERS ARISING

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

- It was agreed to send out the revised grant form for information;
- It was agreed to follow up with Welsh Water regarding the transfer of the Pump House to the Parish Council.

65/20 POLICE REPORT

Cllr Breen confirmed that he had informed the Police that work had begun on the skate park. Cllr Anderson had submitted a article to the Magpie requesting cyclists to have lights when riding at night.

66/20 WARD COUNCILLOR REPORT

The following report was received from Ward Cllr Jones:

- Coronavirus figures continued to increase in Herefordshire. The Council continued to encourage people to wash their hands and wear face coverings;
- An additional Covid testing station had been set up in Leominster. There were now four testing stations in Herefordshire;
- It was noted that there was a high number of children in care in Herefordshire but the numbers were coming down. Herefordshire Council was currently being supported by Essex County Council;
- 20 additional social workers had been recruited and were undergoing training;
- The Hereford Transport Strategy was considered by Scrutiny on 9th November and would be considered by Cabinet on 3rd December 2020;

- Herefordshire Council was reviewing the riparian responsibilities of landowners, some of who were not taking responsibility for doing maintenance and clearance works. Consideration was being given to enforcement of drainage and culvert clearance;
- Since the beginning of the Coronavirus pandemic rough sleepers had been provided with accommodation. Funding had now been received from Central Government to meet this cost. Consideration was being given to purchasing flats to home rough sleepers.

Thanks were extended to Cllr Jones for his report.

67/20 FINANCES & POLICY

- (a) **Accounts Outstanding and Financial Statement** – Council approved the following payment of accounts relating to November 2020:

PAYEE	SERVICE	NET	VAT	TOTAL
West Mercia Energy	Toilets	£15.03	£0.75	£15.78
West Mercia Energy	Library	£35.91	£1.80	£37.71
West Mercia Energy	Rose Garden	£11.04	£0.55	£11.59
P Russell	Salary Nov 20	£412.19	£0.00	£412.19
P Russell	HMRC Tax	£46.80	£0.00	£46.80
P Russell	Clerk's Expenses	£31.01	£0.00	£31.01
PKF Littlejohn LLP	Audit External	£300.00	£60.00	£360.00
Welsh Water	Public Conveniences	£105.37	£0.00	£105.37
Concrete Skateparks Ltd	Skatepark	£18,800.00	£3,760.00	£22,560.00
Fran White	Play Inspection	£58.60	£0.00	£58.60
MicroshadeVSM Ltd	Internal Audit	£75.00	£15.00	£90.00
MicroshadeVSM Ltd	IT Provision	£349.00	£69.80	£418.80
Chris Breen	Wickes	£3.08	£0.61	£3.69
Chris Breen	TLC Direct - Lamps	£12.59	£2.52	£15.11
Chris Breen	TLC Direct - Lamps	£10.97	£2.18	£13.15
Chris Breen	Broom	£11.25	£2.25	£13.50
Chris Breen	Cleaning Materials	£14.99	£3.00	£17.99
Church	Grant	£550.00	£0.00	£550.00
		£20,842.83	£3,918.46	£24,761.29

- (b) **Budget Considerations 2021/22** – Council considered the draft budget for the 2021/22 Financial Year. Following a full discussion, it was agreed to organise a single agenda Council meeting to amend the budget as required. This would be held following the Herefordshire Council budget consultation meetings.
- (c) **Annual External Audit** – Council noted that the external audit had been completed successfully.
- (d) **Clerk to the Council** – Council noted the update regarding the recruitment of a new Parish Clerk and agreed to advertise the position with Hoople at a cost of £125 using the Standard Package.

Cllr Mackie left the meeting at 9pm.

- (e) **The Library** – Council noted the update. A builder was attending the site the following week to provide a quotation for the works required to the roof. It was also agreed to ask the local heating engineer to look at the heaters as the system was difficult to reset.

Herefordshire Council had undertaken a review of the building prior to its reopening to reassess it. It was hoped that a click and collect service would be in place mid-January 2021.

68/20 HIGHWAY MATTERS

- (a) **Footpath Update** – Council noted that the mowing requirement was down this year due to the numbers of people using the footpath network. The gate by the Scout Hut on Hereford Road required renewal as it was broken. It was agreed to ask the Lengthsman to replace the gate.

It was agreed to review the option to provide no cycling signage at Bearcroft.

It was agreed to request an additional sweep of the village as there was lots of debris by the side of the road and the gulleys were becoming blocked.

- (b) **The Pump House & Bell Square Car Park** – Council noted that there was no further update.
- (c) **Christmas Lights** – Council noted the update from Cllr Breen regarding the Christmas Lights. One new LED string had been erected as a trial and it was agreed to use the spare string by the Corner Shop in Broad Street.
- (d) **Lengthsman Tasks** – Council agreed to the works to be carried out by the Lengthsman.

69/20 PLANNING MATTERS

- (a) **Planning** – Council agreed to submit the following comments to Herefordshire Council.

APPLICATION: P203659
SITE: 19 Apple Meadow Weobley Hereford Herefordshire HR4 8RZ
DESCRIPTION: Proposed extension on rear of property to provide a garden room, proposed bay window on front of property and infilling of porch
COMMENT: No objection.

APPLICATION: P203767
SITE: Sherrington Villa, Broxwood, Leominster, Herefordshire HR6 9JR
DESCRIPTION: Proposed extension.
COMMENT: No comment.

Concern was expressed regarding the tiles being used on the extension in Bearcroft as they did not appear to be the same colour as those in the permission granted. This would be followed up.

70/20 PARISH MATTERS

- (a) **Play Area** – Council received the update regarding play area maintenance. Cllr Breen had forwarded an email to all Councillors. The self-closing gate had been delivered.
- (b) **Skate Park** – Council received the update regarding the development of the skate park.

Cllr Breen was obtaining additional quotations for an outdoor gym and was checking that S106 funding was available from Herefordshire Council under the 'Open Spaces' allocation and if projects in other areas might also qualify.

- (c) **Rose Garden** – Council noted that although this was not on Herefordshire Council's asset register it was its property. Consideration was currently being given to what options were to be offered to the Parish Council including freehold, a lease or a long-term license. It was agreed to undertake a land registry search on the bus shelter to confirm ownership.

It was agreed to donate £25 towards the Christmas Tree fund.

(d) LEADER Funding Project – The project was close to completion. It was agreed to monitor the Heritage Trail plaque frames and request that they be replaced if they deteriorated further.

71/20 CORRESPONDENCE – Council noted the following correspondence received:

- Locality Steward update –November 2020
- Herefordshire Council Covid-19 updates
- Road Closure information – November 2020

72/20 DATE OF NEXT MEETING

Council noted that the next meeting of the Council would be held on Tuesday 19th January 2021 commencing at 7:00pm via the Zoom platform.

There being no further business the Chairman declared the meeting closed at 9:55pm.

CHAIR:

DATE: