

# WELLINGTON PARISH COUNCIL

Extraordinary Parish Council Meeting held at the Community  
Centre at 6.00pm on Tuesday 17th January 2012

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p><b>Present</b></p> <p>Parish Cllr's: Mr B Prince (Chairman); Mrs J Gowan (Vice); Mrs L Langford; Mrs K Mayne; Mr F Plumb, Mr G Porter and Mr D Wood.</p> <p>Also in attendance: Mrs Lynda Wilcox (Chief Executive of HALC), Mrs C Bucknell (Parish Clerk) plus 3 members of the public.</p> <p><b>1.0 To Accept Apologies for Absence</b> Apologies were received from Cllr Makin</p> <p><b>2.0 To Receive Declaration of Member's Interest</b> There were no declarations of interest</p> <p><b>3.0 Wellington Shop Project</b> Mrs Lynda Wilcox (Cert HE Local Policy) took over as Clerk. All of the following items were undertaken under the Power of Wellbeing and this power would be used to commit expenditure on the project. All Cllrs present had been trained in the Power of Wellbeing.</p> <p>The Parish Council confirmed that the shop project would benefit the community with particular regard to the themes of the Herefordshire Sustainable Community Strategy.</p> <p><b>Wealth, Work and Business</b> – by enhancing local employment prospects, both in the shop and through using locally sourced produce. Wellington has been designated a rural hub in the LDF and the shop is an important part of this designation.</p> <p><b>Children and Young People</b> - by providing a safe environment where they can go to shop as part of learning life skills and gain confidence.</p> <p><b>Healthy Living and Older People</b> – by providing a facility which can be accessed by walking and where people can meet, thus reducing social isolation, often experienced by older people in rural areas.</p> <p><b>Stronger Communities</b> – by enhancing access to community services such as the community library and by providing a focal point for local people to meet and develop community activities.</p> <p><b>Environmental</b> – by reducing the distance local people have to travel to shop and also by reducing food miles by selling local produce.</p> <p><b>Safer Communities</b> – by enhancing the potential to get to know local people, putting in place support networks to augment the help available to those who may be vulnerable and whose needs may otherwise go unnoticed. Shoplifting would be minimised through knowledge of the local community.</p> <p>The Parish Council, having taken regard of the Sustainable Community Strategy, agreed that the shop project complied with all areas of the Strategy and did not conflict with any of the aims or themes within the Strategy.</p>	



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	<p>All of the above documents had been put together into a draft Project Initiation Document, using information available at the present time.</p> <p><b>Resolved:</b> The Project Initiation Document was received by the PC and the Working Group was charged with monitoring, reviewing and updating it throughout the project.</p> <p>LW confirmed that specific contract standing orders and procurement rules were not needed as the rules and regulations contained within the Parish Council's standing orders and financial regulations were sufficient.</p> <p><b>3.3 To consider the financial arrangements</b></p> <p><b>3.3.1 To consider process for loan sanction</b> LW confirmed that it was not necessary to wait until the precise amount of the project was known before seeking approval in principle, a process which could be started immediately. A Business Case, clearly setting out what was going to be done, how it was going to be achieved and the sustainability issues will be required (along with photos). Once this has been submitted a decision takes around 2/3 weeks. <b>Resolved:</b> Shop Working Group to progress the production of a Business Case to support the proposal to the Public Works Loan Board.</p> <p><b>3.3.2 To consider possible grants</b> <b>Resolved:</b> the clerk to look into which grants were available and to progress applications to all appropriate bodies.</p> <p><b>3.3.3 To consider whether to borrow from Public Works Loan Board</b> <b>Resolved:</b>To put in an application to the Public Works Loan Board for the full amount (this could subsequently be reduced if additional grant funding was obtained).</p> <p><b>3.3.4 To consider setting up a separate bank account</b> <b>Resolved:</b> not to set up a separate bank account but to identify shop expenditure separately from the usual parish expenditure in the accounts.</p>	CB
4.0	<p><b>To Note the Date and Time of next regular Parish Council Meeting</b> <b>Resolved:</b> The next regular Parish Council Meeting is scheduled for Thursday 2<sup>nd</sup> February 2012 at 7.30pm</p> <p>Meeting Closed at 7.10 pm</p> <p>Signed ..... Date 2<sup>nd</sup> February 2012 Chairman of Wellington Parish Council</p>	All