

WELLINGTON PARISH COUNCIL

Parish Council Meeting held at the Community Centre
at 7.30pm on Thursday 7th February 2013

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p>Present Parish Cllrs: Mr B Prince (Chair); Mrs J Gowan; Mrs L Langford; Mr G Porter; Mr D Wood</p> <p>Also in attendance: Ward Cllr Adrian Blackshaw, Mrs C Bucknell (Parish Clerk) and 12 members of the public.</p> <p>1.0 To Accept Apologies for Absence Cllr K Mayne, PC Neil James and CSO Dean Wall</p> <p>2.0 To Receive Declarations of Member's Interest There were no declarations of interest</p> <p>2.1 To consider requests for dispensations There were no requests for dispensations</p> <p>3.0 To adopt the Minutes of Thursday 6th December 2012 Resolved: The Minutes were confirmed and signed by the Chair</p> <p>4.0 To Receive Brief Reports</p> <p>4.1 Herefordshire Council - Cllr Blackshaw: Cllr Blackshaw reported he was supporting the position of the Farmers Market in Hereford. The cost of pitches was high and disproportionate to the income earning capacity of the tradesmen. The cost of Hereford Futures over the past years had been £2.27 million but this had brought in £105 million of private sector investment and £15 million of regional funding. Cllr Blackshaw outlined the scale of Herefordshire Council cuts saying that rural authorities were at a 2% disadvantage over urban authorities. Herefordshire Council's income for 2013/14 had been reduced by 7% which equated to £5.4 million. The Lengthsman scheme was to be extended to allow parish councils to have more involvement in repair work in their localities and he hoped that Wellington would see this as an opportunity for the future. The Clerk added that more information regarding costs and liability was needed before a decision could be made.</p>	

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<p>5.0</p> <p>6.0</p>	<p>4.2 Local Police Officers: A newsletter from PC Neil James, containing reported incidents and general updates had been circulated to all Cllrs.</p> <p>Open Time Issues relating to the A49 and speeding were discussed (also covered in Item 8.1). Cllr Blackshaw was due to meet with the Regional Director of the Highways Agency to progress the issues. Operation Ignite had been taking place that day; an exercise involving VOSA, Customs and Exercise, The Ministry of Transport and other partners, stopping vehicles on the A49 near to Moreton Business Park to monitor construction and use offences, red diesel, tax evasion etc.</p> <p>Financial Matters 6.1 Bank balances: Treasurer's Account (23/01/13) £2,753,34 and Business Instant Access (23 November 2012) £21,179.77.</p> <table border="1" data-bbox="264 913 1329 1234"> <tbody> <tr> <td data-bbox="264 913 427 1234" rowspan="4">Income since Nov meeting - £3,136.29</td> <td data-bbox="427 913 1161 981">Interest</td> <td data-bbox="1161 913 1329 981">£1.77</td> </tr> <tr> <td data-bbox="427 981 1161 1093">November and December rental from Wellington Delights (this is still the June – November rate). An invoice for the difference has been issued</td> <td data-bbox="1161 981 1329 1093">£650</td> </tr> <tr> <td data-bbox="427 1093 1161 1160">VAT Reclaim 01/04/2010 to 30/09/2012</td> <td data-bbox="1161 1093 1329 1160">£1,859.42</td> </tr> <tr> <td data-bbox="427 1160 1161 1234">PCC contribution to Cemetery grass cutting costs 2012 (cheque received 02-02-13) inv 07/12</td> <td data-bbox="1161 1160 1329 1234">£625.10</td> </tr> </tbody> </table> <p>A report on the Jubilee Fun Week has been received and will be kept on file Resolved: Report noted</p> <p>6.2 To agree payments made since the last meeting</p> <table border="1" data-bbox="264 1458 1313 1541"> <thead> <tr> <th data-bbox="264 1458 427 1496">Cheque</th> <th data-bbox="427 1458 1153 1496">Expenditure</th> <th data-bbox="1153 1458 1313 1496">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="264 1496 427 1541">704</td> <td data-bbox="427 1496 1153 1541">HMRC (quarter 3)</td> <td data-bbox="1153 1496 1313 1541">£136.40</td> </tr> </tbody> </table> <p>Resolved: Payment approved</p> <p>6.3 Payment of outstanding invoices</p> <table border="1" data-bbox="264 1659 1313 1955"> <thead> <tr> <th data-bbox="264 1659 427 1697">Cheque</th> <th data-bbox="427 1659 1153 1697">Expenditure</th> <th data-bbox="1153 1659 1313 1697">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="264 1697 427 1843">702</td> <td data-bbox="427 1697 1153 1843">HALC Training (Cllr Gowan Community Assets) – invoice 2380 (£25 + VAT) – deferred from December meeting – it has been agreed that the PC could have a free training place to compensate for quality issues.</td> <td data-bbox="1153 1697 1313 1843">£30.00</td> </tr> <tr> <td data-bbox="264 1843 427 1910">705</td> <td data-bbox="427 1843 1153 1910">WCA Payment Invoice Jan008 Bookings October to December 2012</td> <td data-bbox="1153 1843 1313 1910">£58.50</td> </tr> <tr> <td data-bbox="264 1910 427 1955">706</td> <td data-bbox="427 1910 1153 1955">Clerks salary October to December 2012</td> <td data-bbox="1153 1910 1313 1955">£545.86</td> </tr> </tbody> </table>	Income since Nov meeting - £3,136.29	Interest	£1.77	November and December rental from Wellington Delights (this is still the June – November rate). An invoice for the difference has been issued	£650	VAT Reclaim 01/04/2010 to 30/09/2012	£1,859.42	PCC contribution to Cemetery grass cutting costs 2012 (cheque received 02-02-13) inv 07/12	£625.10	Cheque	Expenditure	Amount	704	HMRC (quarter 3)	£136.40	Cheque	Expenditure	Amount	702	HALC Training (Cllr Gowan Community Assets) – invoice 2380 (£25 + VAT) – deferred from December meeting – it has been agreed that the PC could have a free training place to compensate for quality issues.	£30.00	705	WCA Payment Invoice Jan008 Bookings October to December 2012	£58.50	706	Clerks salary October to December 2012	£545.86	
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	Resolved: Payments approved		CB																			
	Post meeting note: Due to an accounting error the payment for DC Gardening was identified as being a duplicate of a payment made in December 12. Cheque 709 has been destroyed.																					
	<p>6.4 To consider Cemetery Contract for 2013/2014 As agreed in the confidential session of the December meeting DC Gardening were approached to put forward a two year quotation for providing services in 2013 and 2014. Their proposal for the two years is £2,850. Any contract would be conditional on the production of valid Public Liability and Employers Liability insurance certificates.</p>																					
	Resolved: To award D C Gardening the Cemetery Contract for 2013 and 2014		CB																			
	Resolved: To go out to tender to test the market in 2015.																					
	<p>6.5 To consider Clerks Membership of SLCC for 2013/14 Resolved: To renew the Clerk's membership of SLCC at a cost of £75.</p>		CB																			
	<p>6.6 Herefordshire Council Budget Consultation Herefordshire Council had recently put out a budget consultation which had been circulated to all Cllrs. As the deadline did not allow time for a full Parish Council response Cllrs had been encouraged to respond as individuals. Cllr Wood and the Clerk had attended a budget briefing on the proposals.</p>																					
7.0	<p>To Consider Planning Matters 7.1 To consider any planning applications</p> <table border="1"> <thead> <tr> <th data-bbox="256 1771 523 1805">Reference</th> <th data-bbox="523 1771 1339 1805">Application for tree works</th> </tr> </thead> <tbody> <tr> <td data-bbox="256 1805 523 1850">DMN/130311/K</td> <td data-bbox="523 1805 1339 1850">Jandrell Orchard, Brookside, Wellington HR4 8AQ</td> </tr> <tr> <td data-bbox="256 1850 523 1895">DMN/130322/K</td> <td data-bbox="523 1850 1339 1895">3 St Margarets Close, Wellington HR4 8BF</td> </tr> </tbody> </table> <p>Referred to Jenny Guille – tree warden</p>		Reference	Application for tree works	DMN/130311/K	Jandrell Orchard, Brookside, Wellington HR4 8AQ	DMN/130322/K	3 St Margarets Close, Wellington HR4 8BF														
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8.0	7.2 To Note any Decisions/Notifications Received																
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	7.3 Section 106 and Affordable Housing There was no further update.																
	8.1 A49 Issues																
	There had been a meeting between the Chair and Bill Wiggin MP regarding speeding issues on the A49. This had resulted in a letter from Graham Dolton, Chief Executive of the Highways Agency acknowledging that there were speeding issues and voicing concerns that there have been difficulties in engaging with the Highways Agency. A meeting will be arranged between Robert Jaffier, Asset Manager for this area, and Cllr Prince.		BP														
8.2 To Receive other Highways Issues																	
8.2.1 Lengthsman Update																	
Report on the work the Lengthsman had currently carried out was included in the February Information Sheet. Currently £1,235 of grant remained. The Clerk stressed that any work needing doing should be notified as soon as possible in order to maximise the grant.																	
8.2.2 Storage of Sandbags																	
Mr Makin had confirmed that there was no room for sandbags to be stored inside. Concern was raised that the sandbags continued to deteriorate as they were kept outside and uncovered.																	
Resolved: The Clerk to investigate ordering a new stock of sandbags.	CB																
8.2.3 Saltbins																	
3 new saltbins had been installed at the locations requested. The one by Doctors Corner needed replacing. Additional bins could be purchased at a cost of £64.80, which includes placing the bin and refilling when needed.																	
Resolved: The Chair to discuss with Bruce Evans	BP																

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	<p>8.2.4 Road Surface Defects Herefordshire Council were currently not carrying out any repairs on roads other than A and B roads.</p> <p>8.2.5 School Safety – Speed Improvements Amey were proposing to replace the 2 school signs with solar powered flashers. Red markings would also be placed on the road. Amey have also been asked to reinstate the school keep clear and zig zag markings as part of the work. The work would be paid for out of the Safer Routes to School budget and there would be no cost to the school or the Parish Council.</p> <p>Resolved: To approve the work.</p> <p>Community Resilience and Emergency Planning In the absence of Cllr Mayne this item was deferred.</p> <p>To Consider Community Hub Issues</p> <p>10.1 Report on Progress from Working Group The Working Group met on the 15 January 2013 and have completed as much of the preparatory work as possible at this stage.</p> <p>10.2 Planning Application The consultation period closed on 2nd January with the 9th January 2013 given as a target date for a decision. This decision has been delayed by the high levels of phosphate in the River Lugg and a requirement to commission and submit a report to Natural England. This has now been done and Natural England has concluded that the development will have no impact on this issue. A decision is awaited from the Planning Department and this will be communicated to all parishioners through Welcome magazine, the website and notices/fliers.</p> <p>10.3 To consider professional fees due There are no fees due.</p> <p>10.4 Report on VAT position The Clerk updated the meeting on the current VAT position. Discussions have taken place with HMRC and they have agreed to consider the Community Hub project in line with their rules governing Village Halls which state that VAT is reclaimable on all non-business activities. Further discussions are taking place but it is likely that some, if not all of the VAT on the Community Hub project will be reclaimable.</p> <p>10.5 To consider application of loan application To be deferred to the March meeting</p> <p>Report on Footpaths Deferred until the March meeting when a full report on the footpath issues would be available.</p>	<p>CB</p> <p>BP/GP</p>

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12.0	<p>Community Led Planning</p> <p>12.1 Update from the Open Meeting Information on the meeting was mailed to all households in the parish (420+). The postage cost was borne by HALC with the Parish Council paying for the cost of printing the fliers. The evening, led by Lynda Wilcox of HALC, consisted of 2 sessions, the first giving parishioners information regarding the work of the Parish Council and how they could be more involved and the second relating to Community Led Planning and Neighbourhood Planning. In all 36 people attended with 20 signing up as being interested in being part of the CLP Steering Group (including 4 who could not attend the meeting).</p> <p>12.2 Next Steps The first meeting of the Steering Group will be held on 18th February at 7.30pm. Chris Gooding, Herefordshire Council Community Led Planning Coordinating and Commissioning Officer will also attend. There is potential to obtain a grant which will cover up to 60% of the total project costs up to a maximum grant of £1,800. Some of the costs can be in-kind, ie volunteer time.</p> <p>Resolved: To put in an application for the grant</p>	
13.0	<p>To Consider HALC proposals for Training Events in 2013 HALC were seeking comments from Parish Councils on the following proposals</p> <ul style="list-style-type: none"> • Would you prefer to continue with a pre training buffet and pay £30 per evening session OR retain the current training cost of £25 per evening session with no buffet? • Would you be interested in a series of two hour 'Topical Briefings' by outside experts in particular fields, at a cost of £20 per Briefing? <p>Resolved: To propose keeping the cost of events at £25 without a buffet It was felt it would not be possible to comment on the Topical Briefings without knowing what they covered. It was suggested that PCs could be canvassed as to their requirements in this respect.</p>	CB
13.0	<p>To Note the Information Sheet Resolved: The Information sheet, which had been circulated to all Parish Councillors prior to the meeting, was noted.</p>	
14.0	<p>To Raise Items for the next Scheduled Parish Council Meeting P3 Scheme, Dog Fouling, Sewage at the Marsh, Councillor Vacancies, Fully Elected Councillors</p>	
15.0	<p>To Note the Date and Time of next regular Parish Council Meeting Resolved: The next regular Parish Council Meeting is scheduled for Thursday 7th March 2013 at 7.30 pm</p>	

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	<p>The meeting closed at 8.40 pm</p> <p>Signed Date 7th March 2013 Chairman of Wellington Parish Council</p> <p>17.0 Public Bodies Admission to Meetings) Act 1960 The Council passed a Resolution to exclude Members of the Public for Agenda Item 18 due to the Confidential Nature</p> <p>18.0 To consider business issues in relation to Wellington Delights and the Community Hub</p> <p>Resolved: It was agreed to address the issue of the car park surface with Mr Makin</p> <p>Resolved: It was agreed to give Rob Ruck a slot at each Shop Working Group meeting</p> <p>The meeting closed at 9.15 pm</p>	