

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at the Community Centre
at 7.30pm on Thursday 4th February 2016

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
<p>1.0</p>	<p>Present Parish Cllrs: Mrs J Gowan (Chair), Mr S Crane, Mrs L Langford, Mr D Miller, Mr B Prince, Mr D Wood Also in attendance: Mrs Chris Bucknell (Parish Clerk) and 21 members of the public. Not Present - Cllr J Shoesmith</p> <p>To Accept Apologies for Absence – Ward Cllr Crockett</p> <p>The Chair welcomed everyone present and announced that she would be leaving the Parish Council after the April meeting, in preparation for the new Chair being appointed at the Annual Meeting of the Parish Council. The Chair said she had given this a lot of thought and, while she had enjoyed her time on the Parish Council, she felt that new thinking was important for the Parish. The Chair noted that she would be willing to stay as Chair of the NDP Group until the plan had gone through referendum.</p> <p>It was also announced that Cllr Miller was leaving due to pressures on his time and the Chair paid tribute to the amount of work he had done for the Parish Council and how he would be missed. His responsibilities as PC representative on the CLP Implementation Team and the Playground Action Group would need to be picked up by another Councillor and this would be on the March Agenda.</p> <p>It was noted that additional Councillors were required if the Parish Council was to continue to function effectively for the local community and anyone interested was invited to contact either the Clerk or a member of the Parish Council.</p> <p>2.0 To Receive Declarations of Interest Cllr Crane declared a pecuniary interest in item 8.1 – Planning Application for land adjacent to 19 Brookside. It was noted that Cllr Crane would leave the room for this agenda item and would not take part in any discussion.</p> <p>Cllr Miller declared a non-pecuniary interest in the same agenda item. The Chair exercised her discretion and gave him the option to stay in the room or to leave whatever he felt most appropriate. Cllr Miller opted to stay in the room but not to take part in any discussion or vote on the item.</p> <p>2.1 To Consider Requests for Dispensations There were no requests for dispensation</p> <p>3.0 To Adopt the Minutes of the Regular Meeting of the Parish Council held on Thursday 3rd December 2015. Resolved: The Minutes were confirmed and signed by the Chair</p> <p>To Adopt the Minutes of the Extraordinary Meeting of the Parish Council held on Thursday 17th December 2015 (Open and Closed Sessions). Resolved: The Minutes were confirmed and signed by the Chair</p>	

4.0 To Receive Brief Reports from**4.1 Ward Councillor**

Ward Councillor Crockett was not present.

Post Meeting note: *Ward Councillor Crockett sent the following updates:*

- *The Small holdings sale is going through; many Ward Members have expressed discontent at the decision*
- *No 1 Ledbury Road will remain open for at least the next year; Cabinet having responded to the concerns and recommendations of the Working Group*
- *Balfour Beatty are now responsible for litter bin emptying*
- *An update on the Old Comrade is still awaited. Cllr Crockett will contact Highways England again*
- *The handover of Queenswood and Bodenham Lakes is expected on 1st March and parking charges are due to start from that date*
- *The Speed watch meeting to discuss Wooton Lane is scheduled for 17th February 2016*
- *A programme of events for the Queen's 90th birthday celebrations is being organised by HC and will be published on their website*

4.2 Neighbourhood Watch Update

There was no further news on the rejuvenation of the Neighbourhood Watch Scheme but a brief update would be given under the CLP Item.

4.3 Safer Neighbourhood Team:

The Chair reported on crime in December. Between 21st and 22nd December a tractor was stolen from Stocks Farm but there were no further details. There was no reported crime in January.

As reported in December the Safer Neighbourhood Team were starting their Three Day Village Focus initiative and there had been some fairly intense police activity around the main parts of the village. During the initiative the PCSOs and PC (when available) patrol on foot for two or three days at a time. There are 12 areas on their list so Wellington should get a visit approximately every month. This initiative is planned to provide much greater visibility and will enable members of the public to raise things of concern directly with the police. The recent visit made to Wellington resulted in removal of an un-taxed car within a very short time of it being reported. The Chair noted that the Parish was extremely fortunate to have such good PCSOs who were always very swift to respond to concerns raised.

5.0 Communications**5.1 Broadband Update**

Cllr Wood reported that since the last meeting he had received many emails from parishioners who were unhappy with the quality of the broadband service and as a result of this Cllr Wood had contacted the Fastershire team and Matt Lloyd who assured him that the target completion date was still the end of 2015. When this deadline had passed Cllr Wood again contacted Matt Lloyd and was told that there was still outstanding work to be done, joining approximately 40 fibres. Only when the whole network has been completed could it be made live and this work could take until March 2016. Cllr Wood proposed that Matt Lloyd was invited to come to the March meeting to give an update.

Cllr Wood also reported the constant dropping out of the broadband he was experiencing at his home saying he had made an official complaint to BT. As a result of this an engineer visited Cllr Wood's house and the problem had been rectified. Cllr Wood recommended that anyone experiencing problems should contact BT's Customer Service Team 0800 800 0150 or visit www.BT.com.

	<p>5.2 Website Administration</p> <p>Cllr Wood reported that he was concerned about what would happen to the website if he were unable to continue to maintain it. There was a comprehensive Operational Manual but someone else was needed who could administer, edit and upload documents to the website – this was becoming increasingly important as there were more requirements for documents to be made publicly accessible. The Clerk had agreed to be trained but the Parish Council did not have the Dreamweaver software needed to allow her to access the website.</p> <p>Resolved: Cllr Wood to investigate the purchase of Dreamweaver software up to a maximum of £200 (net).</p> <p>5.3 Facebook</p> <p>Cllr Miller reported that 64 people now ‘liked’ the page and the usage was continuing to rise. A recent post was seen by 129 people and Facebook was becoming an increasingly effective method of communication with residents. The Parish Council thanked Cllr Miller for all his efforts in developing and administering the Facebook page. This work would now be taken over by the Clerk.</p> <p>5.4 Wellington Primary School</p> <p>The Parish Council had been contacted by Mrs M Thomas, Headteacher, regarding planning applications in neighbouring parishes where school capacities appeared to have been taken into account, but where there had been no mention made of Wellington School and the fact that it had capacity. This had been investigated with the Planning Officer to clarify the position which was that the Planner would only be concerned with education where there was capacity constraints at the catchment school, such that children generated as a result of a new development would overwhelm existing facilities. In this case the Planners would ask for a 106 contribution to provide additional infrastructure such as an additional classroom in the catchment school. It was ascertained that as Wellington had capacity no financial contribution could be sought and the Planners could not insist that children from other areas travelled to Wellington. Following discussion with the Planning Officer it had been confirmed that this was not a planning issue but was related to the School Admissions Policies. The Chair suggested that a meeting be set up with the Headteacher and the Schools Capital Investment Manager to see if a way forward could be found. This was agreed.</p> <p>Cllr Prince highlighted an issue with the school bus and the changes which had been made which only allow children to travel to their designated catchment school. This had resulted in one family having two children attending Aylestone School (who were allowed on the bus) and a third sibling, (who was moving up to Aylestone but whose nearest catchment school was Whitecross), not being able to use the bus, which was not oversubscribed. It was agreed to write to Andy Hough highlighting the case.</p> <p>5.5 Newsletter</p> <p>The Chair noted that another Newsletter was due in March/April if the twice yearly schedule originally agreed was to be maintained. To date there had been no suggestions from Councillors regarding content and the Chair asked Councillors to confirm if they felt it worthwhile continuing with the Newsletter.</p> <p>Resolved: To continue with the Newsletter. Cllr Wood would provide an update on Broadband and there would be an update on the Tree Warden Network. It was also suggested there would be a section on how to become a Councillor. Other Councillors would provide suggestions as appropriate.</p> <p>5.6 Tree Warden Network</p> <p>Information had been received about a Tree Warden event taking place on 20th February, this had been circulated to Jenny Guille and Councillors. Jenny Guille confirmed she would be attending. The Chair said if there were any members of the public who wanted to attend they would be very welcome.</p>	<p>DW</p> <p>JG/LL</p> <p>JG</p> <p>All</p>
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5.5 To Consider Website and Facebook Policy

Cllr Wood had circulated a Website policy for comment. There was an existing Facebook Policy that had been adopted at the March 2015 Parish Council meeting.

Resolved: Cllr Wood to review the Website Policy to make it more in line with the Facebook policy in terms of scope and length. This would then be circulated to Cllrs for agreement.

DW

6.0 Open Time

It was noted that several parts of the village were dark and road signs relating to the recent work by the new development had been left on the pavement by the Church wall, causing a hazard.

A question was asked why the hoardings were left behind when the new LED lighting was installed. It was noted that there was a mix of lights within the village – LEDs had been installed on the lamp posts whereas the lights on telegraph poles had been left. Balfour Beatty were stating that all LED lights would be installed by the end of February but it was not known if that included the remaining lights.

Barriers had been left at the end of Millway following work on the lighting.

The Chair would contact Phil Pankhurst about these concerns

JG

School Issues - Residents were concerned that advertising for other schools was being placed in the village when the Wellington Primary School had spare capacity. It was not felt this was a Parish Council issue but the Chair would look into it. One resident mentioned about after school care and having to send her child to Canon Pyon as Wellington Primary could not confirm that they could provide continuity of care. It was felt this was not something the Parish Council should pursue.

JG

Claypitts Lane – a resident noted that there was nowhere for horse riders to ride safely in the Parish and as a result they were forced to ride on the road. As Claypitts Lane is designated as a footpath it was not possible to ride there. Cllr Crane confirmed that there were no bridleways in the area and if the Parish Council were to give permission for a resident to ride on a footpath there would be liability issues. There was nothing that could be done about this issue.

7.0 Financial Matters**7.1 To Receive a Report from the RFO**

Bank balances: Treasurer's Account £9,861.85 Business Instant Access £58,404.87.

Income since December meeting – £1,376.49	Interest (December and January)	£5.04
	Contribution from D&M GPC towards ink Cartridges (see Item 7.2)	£71.45
	Wellington Delights (December and January Rent)	£1,300.00

The following invoices have been issued but not yet paid

- 04/15 Lengthsman invoice Quarter 1 and Quarter 2 £1,601.50 (dated 03/11/15)
- 05/15 PCC Contribution to Cemetery Maintenance Costs £736.25 (dated 14/11/15)
- 06/15 Lengthsman invoice Quarter 3 £1,106.37 (dated 20/01/16)

7.2 To Agree Payments made since last meeting

Payment	Expenditure	Amount
BACS	Viking invoice 729895. Ink cartridges £142.90 + VAT (50% claimed back from Dormington and Mordiford GPC)	£175.03

Payment	Expenditure	Amount
BACS	D C Gardening invoice 317. Work at Community Hub as agreed at December meeting. £85.00 + VAT	£102.00
BACS	WCA Invoice Jan 16. Room Bookings for October to December 2015	£60.00
BACS	HMRC Q3 as per salary summary	£237.60

Resolved: All Payments Approved

Resolved: To use BACS payments where appropriate ensuring that the financial requirement for two people to be involved before, or at the point of payment is strictly enforced.

7.3. To agree payment of outstanding invoices

Payment	Expenditure	Amount
BACS	Clerk's net salary October – December 2015 as per salary sheets	£950.40
BACS	Clerk's expenses October – December as per expenses sheet	£68.49
BACS	SLCC Membership 2015/16 (50% to be claimed back from Dormington and Mordiford)	£118.00
981	Richard Mills. Clearing drains and culverts in village and repairing sign on T junction. Worksheets dated 11 th and 15 th December £630 + VAT	£756.96
982	Cllr Langford. Reimbursement for Cleaning Equipment for Parish Room	£9.97

Resolved: All Payments Approved

Item 7.4: To Consider Grant Awarding Policy

The updated version of the Grant Policy was attached with the agenda and minutes. This included the additional wording suggested after the December meeting:

When making grants to local branches of National charities, these may be made to a maximum amount of £100 and only when assurance has been received that any such grant will remain with the local branch of the charity.

Resolved: To adopt this version of the Grant Awarding Policy

Item 7.5: To Consider Membership of HALC 2016/17

The cost of HALC Membership for 2016/17 would be £511.43 plus VAT.

Resolved: Not to renew membership of HALC for 2016/17 but to keep the situation under review.

Item 7.6: To Consider Contribution to Wellington Fun Week

Following the December meeting an email had been sent to Phil Smith asking for suggestions of how the Parish Council could financially support Fun Week. Phil had responded to this with a list of items that needed to be purchased for the event, saying that his preference would be for the PC to purchase the fireworks. Phil also mentioned the potential for the village to purchase and store tents which could be used for future events.

Resolved: To donate £600 (net of VAT) to the event and to suggest to Phil that it may be advantageous to purchase of tents which could be stored for future use.

Clerk

Clerk

Clerk

Clerk

8.0 To Consider Planning Matters
8.1 To Consider any Planning Applications

Reference Number	Application
153714	Dernside, Bridge Lane, Wellington – proposed work to Norway Spruce Tree and Conifer Tree. <i>Received in December and referred to Jenny Guille for comment. No objections. Submitted 08/01/2016</i>
160220	Leander, Bridge Lane, Wellington – Work to Willow Tree. <i>Referred to Jenny Guille for comment. No objections.</i>
160089	Bridge Farm, Wellington - Proposed replacement of existing double doors with new 3 light window. Insertion of new glazed single doorway with associated steps and railings to south elevation. <i>There were no objections to these proposals</i>
160101	The Vinery, Wellington - Proposed removal of outbuildings previously used for coal and wood storage. <i>There were no objections to these proposals</i>

Resolved: To submit the above comments to the Planning Officer

Reference Number	Application
152461	Land adjacent to 19 Brookside, Wellington - Proposed site for single persons dwelling

At this point Cllr Steven Crane left the room.

The Agent for the application, Mr Ron Pritchard, was introduced and gave an outline of the planning application, which was projected for the public to see. All residents living around the proposed development had been notified of the planning application.

It was stressed that this was an outline application and that the design details would come later. There was concern from some members of the public about over development and the parking issues which were already prevalent in Brookside. A question was asked about how much external space was available and whether there would be any kind of covenant which would ensure that only one person would live there, rather than a family. A question was asked about the entry point and the Agent said there would be a drive next to number 19 with off road parking. It was queried whether this would be for open market sale or affordable rental. The agent said this level of detail would emerge with the full application.

A letter of objection was read out from a member of the public who could not be at the meeting.

Following discussion it was agreed that the Parish Council would support the application noting the following:

- More low cost affordable housing was needed in Wellington and as such a building of this size was welcomed
- Concerns about car parking and planners should be urged to go and look at the site before making a decision
- The property should be available on the open market rather than offered as social housing.

Resolved: Cllr Gowan would put together the response based on the comments and circulate to Councillors for approval before submission

At this point Cllr Steven Crane re-joined the meeting

8.2 Update on Planning Appeal P150929/F Stocks House Farm

Cllrs Langford and Prince had attended the Planning Inspectors Site visit and Cllr Langford gave a brief update saying that the result of the appeal was not expected for 2-3 months.

Clerk

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JG/
Clerk

8.3 To Note any Decisions/Notifications Received

Reference Number	Application	Determination
152770	Land Adjacent to The Grange, Upper Buskwood Farm, Hope under Dinmore – Proposed change of use of pastureland to holiday caravan park, consisting of 42 units, together with associated access road, car park, sewage disposal plant and caravan sales area.	Awaiting decision
153369	Chapel House, Wellington - Proposed demolition of existing dwelling. Replacement dwelling incorporating original chimney stack. Detached garage and parking for two vehicles.	Awaiting decision
153304	Walnut House, Wellington - Proposed variation of planning permission 140755 to allow erection of a two-storey extension	Approved with Conditions
153379	Avallon, Bridge Lane, Wellington - Works to trees	Awaiting decision
153275	Thurston House, Wellington - Works to Horse Chestnut tree	Awaiting decision
153475	The Brick House, Wellington – Fell Sitka Spruce	Awaiting decision
153123	12 Derside Close, Wellington – Proposal to remove Maple Tree	Awaiting decision
153093	Westend Cottage, Wellington - Proposed works to Leylandii trees	Approved
151460	Ravensholt, Wellington. Proposed works to various trees	Awaiting decision
132970	Khotia, Wellington. Change of use and proposed double garage	Approved with Conditions

8.4 Other Housing Issues**8.4.1 Bell Homes and Section 106**

A member of the public commented on the fact that the gas governor had remained in place in the frontage of plot 6 and asked if this was in line with planning approval. The Chair confirmed that it was. It was also noted that the pathway and fencing to the gas governor had not been installed as indicated on the plans. It was requested that the Parish Council contact the Conservation Officer and request she inspects it.

There was nothing further to report on the Section 106 other than the Parish Council are due their contribution on occupation of the 10th property. It was noted that the 106 contribution was earmarked for the Community Hub project. The Chair agreed to investigate how and when this will be paid.

JG

9.0 To Consider Highways Issues**9.1 A49 Issues****9.1.1 Feedback on Traffic Survey**

Cllr Crockett has arranged a meeting for herself and the Chair with the Safer Roads Partnership on 17th February 2016. A report will be given at the March meeting.

9.1.2 Parking in Millway and Bus Layby

Cllr Prince had reported a serious issue regards careless parking creating obstructions for buses and pedestrians in the vicinity of Mill Way, the Mill and Watermill. As a result, PSCO Ekanite acted very quickly, visiting the area and subsequently delivering letters to all houses in the area reminding

	<p>9.2.2 Identification of work to be carried out and any other updates Cllr Crane noted that the drain outside the Vinery was creating problems. The Chair would raise this with Phil Pankhurst.</p> <p>The drains on the road towards Wootton Farm had been cleared out but now passing tractors had pushed mud from the bank back into the road and blocked them again. It was noted that if anyone saw a tractor driving irresponsibly they should get the registration number and this would be passed to the police.</p> <p>The road opposite Causeway Close was running with water and would be kept under review.</p> <p>Two trees at the top of the Dingle were in danger of falling into the road and needed attention. It was felt that the landowners either side may have responsibility but ownership of the land was uncertain and it was agreed to commission the Lengthsman to do the work. The trees were not in the Conservation Area so no approval was necessary.</p> <p>9.3 Update on Lengthsman and P3 Grant An update on the future of the Lengthsman and P3 Scheme had been issued by Balfour Beatty and circulated to all Councillors. There will be no new applicants to the scheme. Those who had submitted their contract and Annual Plan by the due date would be accepted for funding in 2016/17, which would remain at the current level but would reduce over the following years to bring the scheme to an end. Work Commissioned from the Lengthsman to date was £3,583.55 with £169.80 being spent on materials for potholes. This left £1,489.65 (made up 50% grant from Herefordshire Council and 50% match funding from Wellington Parish Council).</p> <p>Resolved: To submit the 2016/17 Expression of Interest based on the 2015/16 levels of grant and match funding.</p>	<p>Clerk</p> <p>Clerk</p>
10.0	<p>Report on Footpaths</p> <p>10.1 Update on Footpath Maintenance Work commissioned from the Lengthsman on WG3 (steps to the top of the Dingle and handrail) had not been completed and the Clerk was asked to follow this up. It was noted that there was a post on the footpath by the Garden Centre which had been removed. The fence on the path between Pasonage Fields and Dernside had broken and it was felt that all the residents in Dernside had a responsibility for their part of the fence. It was leaning over and could be dangerous for those using the footpath. Cllr Langford would look into it.</p>	<p>Clerk</p> <p>LL</p>
11.0	<p>Community Hub</p> <p>11.1 To Agree Cleaning of Parish Room Cllr Langford had arranged with Jane McNeill (Bits and Bobs) to clean the Parish Room for an hour a week at a rate of £10 per hour. The Parish Council would provide the equipment and materials. Jane would park in the Community Hub Car Park whilst she was carrying out the work and Rob would be informed of this.</p> <p>Resolved: This was approved</p> <p>11.2 To Confirm Sandbag Management A supply of sandbags had been ordered and delivered to the Community Hub. Thanks were given to Cllr Crane for stacking these as they had been delivered and left on the car park. The Chair noted that someone on the Parish Council needed to be responsible for monitoring the sandbags, ensuring they were stacked correctly and stocks maintained. The Chair also noted that at the Balfour Beatty briefing it was mentioned that sandbags now needed to be purchased and would no longer be offered free to Parish Councils. The Clerk was asked to find out more information about this.</p> <p>11.3 To Agree Expenditure on Landscaping Cllr Wood reported that the plants were now growing and filling out well. It was felt that further</p>	<p>JG</p> <p>Clerk</p>

<p>12.0</p>	<p>expenditure on plants and landscaping was not necessary.</p> <p>The boundary fence between the Community Hub and the Social Club had been damaged by a car. A quotation from D C Gardening for £390.60 + VAT had been obtained and agreed by the Shop Management Group. This could be claimed from the insurance (with an excess of £250) but Came and Co had indicated that it may not be in the Parish Council's interest to put in such a small claim as it may reflect on future premiums.</p> <p>Resolved: To have the work carried out but not to claim from the insurance policy.</p> <p>11.3 To Review and Confirm Snow and Ice Clearance Procedures</p> <p>At the December PC meeting it was recorded that the Parish Council had taken advice from the insurers, Came and Company, on its responsibilities to clear snow and ice on the path leading to the Community Hub. At that meeting it was confirmed that Rob had a team of volunteers who would clear snow and ice from the path to the left of the entrance and to the shop. Parishioners will still be able to use other routes but at their own risk. The car park and other paths will not be cleared and a notice had been displayed to this effect.</p> <p>At the last meeting of the Hub Management Group Cllr Gowan asked Rob to confirm that the snow clearance arrangements were in place given the forecast of impending bad weather. At that meeting Rob had confirmed that all measures were in place and that there was a group of volunteers, led by him, who would ensure that access to the Community Hub was kept clear and safe as per the agreed protocols. He also confirmed that all staff and volunteers knew about the process.</p> <p>Following this meeting it had become necessary to draw up a new protocol with all staff signing to say they knew of and understood their responsibilities in relation to snow and ice clearance procedures. Rob had now signed this updated protocol confirming that the process was in place and confirming it was his responsibility to ensure safe pedestrian passage to the Shop. This protocol was being held by the Parish Council and would be submitted to the insurers if appropriate.</p> <p>Update from the Community Led Planning Groups</p> <p>12.1 Feedback from CLP Implementation Group</p> <p>A meeting took place on 27th January 2016 attended by the Cllr Miller and the Clerk. It was felt the meeting was very productive and proved the value of the representation from both volunteers and the Parish Council. The Implementation Team will meet at least every quarter and will provide the Parish Council with a full progress report following each of these meetings. In addition a short bullet point update on activity will be provided at every Parish Council meeting. The Terms of Reference had been reviewed at the meeting and were now in final draft. These would be logged with the Parish Clerk who would circulate them to all Councillors for information. The Chair noted that another Councillor would need to take over Cllr Miller's position on the CLP Implementation Team.</p> <p>12.2 Community Speedwatch</p> <p>Three speed watch sessions have taken place in the main street with a further 2 being planned in February. Approx 132 vehicles have been checked during these sessions. No vehicle was found to exceed 31mph. The liaison officer from West Mercia is talking to the council about the 30mph traffic order in Auberrow Road. Without this order speed watch cannot take place on that stretch of road.</p> <p>12.3 Playground Initiative</p> <p>A further meeting is planned for February 11th 2016. Discussions have taken place with the WCA and at their request a more detailed presentation will take place at their meeting in April. It was noted that the CLP Implementation Team were sad to see Cllr Miller leave the Parish Council and he was thanked for all his input. The Chair reiterated that someone else would be needed to take over Cllr Miller's place on the Playground Group</p>	<p>Clerk</p> <p>JG</p>
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	<p>12.4 Cycle Routes Sustrans, the charity that purports to support families, communities and policy makers to make smarter travel choices, had been approached but referred the CLP Group back to Mark Edwards at Herefordshire Council. This is being followed up</p> <p>12.5 Other Updates Notice Board - A fully detailed report will be presented to Parish Council at the March meeting. This will include type of notice board, costings and the process for dealing with the notices. Bulb Planting - The donation from Tarmac is being pursued. The bulbs have been planted and are beginning to emerge. Litter Picking - A further litter picking session is planned for 1st to 3rd April 2016 IT - The two computer sessions have been widely advertised but unfortunately the numbers are insufficient to run them at this stage. These will continue to be advertised Benches – There has been no response from Mr Colebatch Clark regarding the proposed benches on his land. This is being followed up. Neighbourhood Watch - Dave Willis has taken on the liaison with the NHW Leader on behalf of the CLP Implementation Team</p> <p>12.6 To Agree any Expenditure There was no expenditure</p> <p>13.0 Neighbourhood Planning 13.1 Update on Regulation 16 and Examination Process The Chair updated the meeting on the current position of the NDP. The Regulation 16 consultation came to an end on 19th November 2015 and the plan then moved forward to the Examination Stage. The Parish Council were provided with CVs from 3 prospective examiners and the Chair, Mike Lyke and Nigel Cooper met to review these with a view to appointing one that it was felt understood rural issues. It was noted that Cllr Langford was not included in the process of selection. A unanimous decision on which examiner to appoint was reached, Chris Collison who had also worked on Weston under Penyard NDP and had also examined several other rural areas in other parts of the country. Mr Collison has accepted the job and it is hoped he will complete his examination by mid-March. Following examination, any recommended changes with need to be made before the plan moves forward to the final referendum stage. 13.2 Burghill NDP Consultation Cllr Langford had reviewed the Burghill NDP and reported that there were no issues which would impact on Wellington.</p> <p>14.0 Bus Shelter Cllr Prince reported that having looked at the prices of the seating he recommended that this was not taken forward. This was agreed.</p> <p>15.0 Community Defibrillator An email had been received saying that due to overwhelming demand for grants all funding had now been allocated and Wellington had been unsuccessful. If further funding from the Department of Health became available we would be notified. The British Heart Foundation has an alternative funding programme offering a public access defibrillator and CPR kit (no cabinets) for which they request a contribution of £400 per defibrillator. The WCA will consider the options at their next meeting.</p>	
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16.0	<p>To Agree Dates for Annual Meeting of Parish Council and Annual Parish Meeting 2016 Resolved: The Annual Meeting of the Parish Council would take place on Thursday 12th May 2016</p> <p>Resolved: The Annual Parish Meeting would take place on Monday 18th April 2016 and would involve a Community Led Plan update and a presentation from Herefordshire Wildlife Trust (Queenswood and Bodenham Lakes)</p>	
17.0	<p>To Note the Information Sheet (February 2016) and any other updates Resolved: The Information sheet was noted.</p>	
18.0	<p>To Raise Items for the next Scheduled Parish Council Meeting Leominster Town Council Meeting Update, Noticeboard inside the Community Hub, School Bus, Parking at Millway, Review of Standing Orders, Financial Regulations and Risk Assessment</p>	
19.0	<p>Public Bodies (Admission to Meetings) Act 1960 Resolved: To Close the meeting to the public and to discuss and minute Item 20 as a confidential item</p>	
21.0	<p>To Note Date and Time of the next Regular Meeting of the Parish Council Thursday 4th March 2016 at 7.30 pm.</p> <p>The public meeting closed at 9.30 pm</p> <p>Signed Date 4th March 2016 Chairman of Wellington Parish Council</p>	