

WELLINGTON PARISH COUNCIL

**Parish Council Meeting held at the Community Centre
at 7.30pm on Thursday 5th January 2012**

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p>Present</p> <p>Parish Cllr's: Mr B Prince (Chairman); Mrs J Gowan (Vice); Mrs L Langford; Mr JR Makin, Mrs K Mayne; Mr F Plumb, Mr G Porter and Mr D Wood.</p> <p>Also in attendance: Ward Cllr A Blackshaw; Mrs C Bucknell (Parish Clerk); Mrs Lynda Wilcox (Chief Executive of HALC), Sarah Mahal (Hoople Acting Head of Procurement) and John Francis (Hoople Contract and Commissioning Officer) and 7 members of the public.</p>	
1.0	<p>To Accept Apologies for Absence</p> <p>Apologies were received from CSO D Wall</p>	
2.0	<p>To Receive Declaration of Member's Interest</p> <p>Cllr Gowan declared an interest in application DMN/113446 – tree work (register of interests book signed)</p>	
3.0	<p>To Adopt Minutes of Thursday 1st December 2011</p> <p>Resolved: The Minutes were confirmed and signed by the Chairman.</p>	
4.0	<p>Power of Wellbeing</p> <p>LW took over as Clerk for this agenda item.</p> <p>4.1 To adopt Statement of Intent (Community Engagement)</p> <p>LW confirmed that the SOI had been published and that all Clls had seen and were in agreement with it.</p> <p>Resolved: The Statement of Intent was adopted (unanimous)</p> <p>4.2 To accredit Wellington Parish Council with the Power of Wellbeing</p> <p>LW confirmed that Wellington PC complied with the eligibility criteria for the POW</p> <ul style="list-style-type: none"> • a qualified clerk • a minimum of two-thirds of vacancies on the council filled at the last ordinary elections • eighty per cent of councillors trained in the use of the well-being power • published statement of intent as to community engagement <p>LW confirmed that as the PC met all of the eligibility criteria they could accredit themselves with the Power of Wellbeing, which would mean losing Section 137. She asked if this was acceptable to the Cllrs who confirmed unanimously that it was.</p> <p>Resolved: Wellington PC was accredited with the Power of Wellbeing.</p> <p>It was agreed to take Agenda Item 12 next</p>	
12.0	<p>To Receive an Update on the Village Shop</p> <p>12.1 Report from Working Group</p> <p>The Working Group had held its first meeting on 7/12/2011.</p> <p>Resolved: Notes of the meeting to be circulated to all Cllrs.</p>	CB

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	<p>12.2 Procurement Process John Francis of Hoople Ltd gave a presentation on the Proactis procurement process and outlined the pros and cons of adopting an Architect led or Design and Build approach. A question was raised as to whether local business people could be given preference. John Francis explained that the procurement process needed to be fair, transparent and completely unbiased. Hoople Ltd had offered to carry out the first stage procurement process at no cost to the PC. It was confirmed that the PC would be fully involved in the process and the final decision regarding contracting lay with the PC.</p>	
	<p>12.3 To Agree next stage actions Resolved: to hold an extraordinary PC meeting on Tuesday 17th January at 6.00 pm. Agreement on all next stage actions would be made at this meeting.</p>	CB
5.0	<p>To Receive Brief Reports: 5.1 Herefordshire Council - Cllr Blackshaw: Cllr Blackshaw updated the group on the work being done in Hereford. 5.2 Local Police Officers: (written report from CSO Wall) An industrial pressure washer was stolen from a farm on 28th November 2011. Resolved: Reports noted</p>	
6.0	<p>Open Time There were no points raised from members of the public.</p>	
7.0	<p>Financial Matters 7.1 To Receive a Report from the RFO Bank balances (23 Dec 2011): Treasurer's Account £304.62 and Business Instant Access £19,820.77. Resolved: report noted. 7.2 To Agree Payments made since last meeting: There were no payments</p>	
	<p>7.3 To Agree Payment of outstanding invoices: Invoices Due for Payment - Makin & Sons December rent £200 (636), WCA (Hall hire Oct – Dec) £65 (638), outgoing Clerks expenses (Apr – Nov) £153.88 (639) Resolved: All payments approved.</p>	CB
	<p>7.4 Update on Cemetery Tender Invitation to tender sent out to DC Gardening, Biosphere and Daniel Squire. EOI to be returned by 27/1/12 for agreement at February meeting</p>	CB
	<p>7.5 To Agree Bank Signatories Signatories are currently Cllr Prince and Cllr Makin. Resolved: Cllr Gowan and Cllr Mayne to be added as cheque signatories Mrs C Bucknell to be added to enable administration and to receive statements Mrs M Shields and Mr M Hopkins to be removed</p>	CB
8.0	<p>7.6 Update on Technology Grant Application To be applied for by Wellington Community Association. No decision needed</p> <p>To Agree the Budget for 2012/13 Resolved: the budget as presented was agreed (7 for, 1 against)</p>	

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9.0	<p>To Agree the Precept for 2012/13 Resolved: a precept of £21,500 as presented was agreed (7 for, 1 against)</p>	CB
10.0	<p>To Consider Planning Matters</p> <p>10.1 To Consider any Planning Applications DMN/113466/K – Tree work at 3 Queenswood Close, Wellington – no objections DMN/113385/K – Tree work at The Coach House, Wellington – no objections DMN/113184/F – Replacement dwelling, Chapel Cottage, Main Street, Wellington – no objections</p> <p>DMN/113441/F – New Dwelling, The White House, Wellington Borderline application when judged against the village housing needs survey. There is an urgent need for more affordable housing in the village;</p> <p>It is understood that all new properties in the village have to have a bio-disc or similar and cannot connect to mains drainage which appears to contradict what is stated in the application – this needs clarification</p> <p>Ownership/maintenance of the Yew tree which appears to cross the boundary of the site needs clarification. As this is a conservation area confirmation is needed that the issues regarding this tree and its future have been recognised and built into the proposals.</p> <p>10.2 To Note any Decisions/Notifications Received DMN/113184/F – Replacement dwelling Chapel Cottage, Main Street, Wellington – permission refused</p>	CB
11.0	<p>To Consider Highway Matters</p> <p>11.1 A49 Issues A meeting had taken place between Cllr Prince, Ward Cllr Blackshaw, Ward Cllr Guthrie and Clive Hall of Herefordshire Council. There has been reluctance on the part of the Highways Agency to meet with PC representatives. Resolved: a letter to be sent to Cllr Blackshaw outlining concerns and asking for a meeting with the Highways Agency Resolved: a letter to be sent to PC Pam Epton outlining concerns about the accuracy and recording of incidents on the A49</p> <p>11.2 To Receive any other Highway Issues Resolved: concern to be raised with Michelle Morgan regarding frequency and effectiveness of the road sweeping programme</p>	CB CB BP
13.0	<p>Report on Footpaths and the Causeway A Public Path Extinguishment Order regarding the W23 and W23a had been received. Resolved: to support this order Resolved: to take the Causeway off the agenda but to keep it under regular review</p>	CB
14.0	<p>River Lugg Drainage Les Harrison (River Lugg Internal Drainage Board) had inspected the length concerned, agreeing there was a lot of weed in the channel. He felt the situation had been exacerbated by the prolonged low flows and mild weather and felt a severe frost</p>	

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	and flush of flood water will be as effective as endeavouring to remove it with a machine because of the restricted access. In the meantime, he would ensure it was regularly inspected.	
15.0	<p>Update on Lengthman's Scheme</p> <p>WPC had been accepted onto the Lengthman's Scheme for 2011/12 but had not yet progressed it to contracting stage. There was up to £2,233 available per year for each of 3 years. This equates to £110 per Km which reduces to £90 after first 3 years.</p> <p>Resolved: to clarify what work the Lengthsman could be asked to undertake.</p> <p>Resolved: to delegate the decision as to whether to progress the scheme to the Clerk in consultation with the Chair.</p>	
16.0	<p>Welcome Magazine</p> <p>Resolved: Cllr Gowan would take on responsibility for sending regular submissions to the Welcome magazine and to the Hereford Times Parish Council Section.</p>	JG
17.0	<p>Social Housing - Watermill</p> <p>A section 106 order restricts the offer of houses in Watermill to those having a connection in the village. A swap has recently taken place moving a family from one of the flats into number 10 Watermill; a discussion between the PC Chair and Kemble Housing has revealed that the Section 106 agreement does not cover exchanges and it was felt this was unfair on young people waiting for accommodation.</p> <p>Resolved: to write to Kemble Housing expressing the PC concern about this and asking what is the policy regarding exchanges. Correspondence to be copied to Ward Cllr Blackshaw.</p>	CB/BP
18.0	<p>Parish Plan and Neighbourhood Planning</p> <p>Resolved: Cllr Plumb would lead on updating the Parish Plan. Cllr Gowan would provide background notes detailing progress thus far.</p> <p>Resolved: Cllr Langford would consider attending the HALC Neighbourhood Plan update session on 8th February 2012.</p>	FP LL
19.0	<p>To Note the Information Sheet</p> <p>Resolved: The Information sheet, which had been circulated to all Parish Councillors prior to the meeting, was noted.</p>	
20.0	<p>To Raise Matters for Next Scheduled Meeting (No Discussion)</p> <p>Resolved: Agenda items referred from this meeting plus Consultation on HALC Constitution (papers to be recirculated), longer term plan for parish.</p>	
21.0	<p>To Note the Date and Time of next regular Parish Council Meeting</p> <p>Resolved: The next regular Parish Council Meeting is scheduled for Thursday 2nd February 2012 at 7.30pm</p> <p>Meeting Closed at 9.40 pm</p> <p>Signed Date 2nd February 2012 Chairman of Wellington Parish Council</p>	All