

WELLINGTON PARISH COUNCIL

**Parish Council Meeting held at the Community Centre
at 7.30pm on Thursday 1st March 2012**

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p>Present</p> <p>Parish Cllrs: Mr B Prince (Chairman); 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); Sarah Harrison-Branter and Julian Greenway (for Agenda Item 4.1) and 11 members of the public.</p>	
1.0	<p>To Accept Apologies for Absence</p> <p>Apologies were received from Parish Cllr: Mrs J Gowan (Vice Chair) and PC N James.</p>	
2.0	<p>To Receive Declaration of Member's Interest</p> <p>There were no declarations of interest</p>	
3.0	<p>To Adopt Minutes of Thursday 2nd February 2012</p> <p>Resolved: The Minutes were confirmed and signed by the Chairman.</p>	
4.0	<p>To Receive Brief Reports:</p> <p>4.1 Kemble Housing</p> <p>Sarah Harrison-Branter and Julian Greenway addressed concerns regarding 10 Watermill, explaining that Abandonment had to be proved to a judge beyond reasonable doubt before any action could be taken. Although there were clearly concerns regarding the tenancy, abandonment could not be proved as there had been contact from the tenants and inspections had indicated that there were still people living in the property. Tenants were allowed to carry out Mutual Exchanges, and as this was not a letting it was outside of the Section 106 agreement. Concern was expressed about what was considered to be a resident of the Parish and also whether mutual exchanges should take into account size of family. Kemble Housing allows under occupancy by 1 bedroom due to the shortage of 1 bedroom dwellings.</p> <p>Section 106 agreements were drawn up at the planning stage and although nothing could be done to amend the existing agreement the PC needed to be involved in agreements for new developments. Kemble Housing would, in future inform the PC when a letting became vacant and would state how the tenants qualified.</p> <p>4.2 Herefordshire Council - Cllr Blackshaw:</p> <p>Cllr Blackshaw updated the group on current issues, including the fact that the Rt Hon Eric Pickles MP was visiting the county.</p> <p>There had been concerns raised about the level of income raised from Sunday parking fines (£14,500 per month) and whether this was affecting the local economy.</p> <p>The review of Queenswood continues and the team are looking at best practice</p>	

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p>around the county. The Local Transport Plan (LTP3) will go to Cabinet in June and full Council in July. A review is taking place of the best way to spend the £160k that central government invests in rural transport and how travel can become more sustainable – over 10,000 journeys per year are within 5 miles of the city – there needs to be more use made of public and community transport with maybe a Park and Float facility developed on the river Wye.</p> <p>4.3 Local Police Officers: There had been no report from the local policing team. The PC requested that a letter be sent to the Divisional Commander regarding the reduction in local policing and how this may affect local incidents. It was stressed that this was in no way a reflection on the local police team, merely the drop in resources.</p> <p>Local Police surgeries are taking place in the Parish Room on 16th and 29th March. It was noted these needed to be promoted to the local people.</p> <p>Resolved: Reports noted Neighbourhood Watch to be put on the next agenda</p>	<p>CB</p> <p>CB</p>
5.0	<p>Open Time There was a question raised about whether the Flood Risk Assessment could be made available to members of the community wishing to use it to inform (for example) insurance provision. It was felt that once the FRA had been commissioned and used for its primary purpose of ascertaining whether the site identified for the shop was suitable it could then be made available to others.</p>	
6.0	<p>Financial Matters</p> <p>6.1 To Receive a Report from the RFO Bank balances: (23/02/12) Treasurer's Account £1,108.34 and Business Instant Access £17,820.77. Payments received £550 rental on shop (received at February meeting) and 79p interest. Resolved: Report noted.</p> <p>6.2 To Agree Payments made since last meeting: There were no payments</p> <p>6.3 To Agree Payment of outstanding invoices: Outstanding invoices: Makin & Sons February rent £200 (644), Payment for Herefordshire 2020 Conference (2 places) £29 (645), HALC Training costs (5 places) £85 (646) Resolved: All payments approved.</p>	<p>CB</p>

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p>6.4 To Consider Outcome of Cemetery Tender DC Gardening had been contacted and asked for copies of their Employer and Public Liability certificates. Mr Campbell pointed out there were still issues with the grass bin being used for dog detritus and the leylandii hedge by the bus stop had died away and been overgrown by ivy which was blocking the footpath. Resolved: Once insurance certificates had been received a confirmation of offer would be issued.</p> <p>Resolved: Amey would be contacted about the availability/emptying of dog bins Resolved: The PCC would be contacted about the leylandii hedge</p> <p>6.5 To Consider Noticeboard Refurbishment WCA had offered the PC a noticeboard free of charge to replace the one on the A49 (opposite the Old Comrade). It was in good condition but needed varnishing. There had also been a request from a resident of Auberrow to either remove or upgrade the noticeboard outside her house as it had fallen into disrepair. Resolved: Cllr Porter to remove the noticeboard outside Brick Cottage Resolved: Cllr Porter to carry out what is needed to enable the donated noticeboard to be erected on the A49 site</p> <p>6.6 To Consider Clerk's Qualification To achieve the qualification the Clerk needed to register with CiLCA. A £100 bursary grant had been approved by NALC which would reduce the PC costs to £100 (training and registration). Resolved: To fund the cost of achieving the CiLCA qualification.</p>	<p>CB</p> <p>CB CB</p> <p>GP</p> <p>GP</p> <p>CB</p>
7.0	<p>7.1 To Consider any Planning Applications DMN/120608/K - The Old Shambles, Wellington, HR4 8AX To fell 1 x Robinia Pseudoacacia DMN/120540/K - 9 Derside Close, Wellington, HR4 8BP To fell 3 x Damson Trees and replace with a box tree Resolved: The PC had no comments to make on these applications</p> <p>The Clerk noted that the Planning System was now online and no further paper copies of applications or decisions would be received. Notification would be sent to the Clerk when a new application was on the planning section of Herefordshire Council website. The Clerk asked whether the Cllrs were content to view plans online or whether they still wanted to be sent a paper copy. Resolved: All Cllrs agreed to view applications online Resolved: A system to be set up to ensure that comments are returned to the Clerk Resolved: Applications requiring viewing of A2 or A3 size plans to be considered as they occur.</p> <p>7.2 To Note any Decisions/Notifications Received There were no outstanding applications</p>	<p>CB</p> <p>ALL ALL CB</p>

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
11.0	<p>To Consider Availability of Lengthmen</p> <p>It was confirmed that the Lengthsman Contract covered 3 years from 1 April 2012. Two Lengthsmen, recommended by Parish Clerks, had been contacted. One (Richard Mills) who had been a Lengthsman for 10 years, had the capacity within his team to undertake work at Wellington, having the required insurance, training, equipment and expertise.</p> <p>Resolved: To use Richard Mills as the Lengthsman for Wellington</p> <p>Resolved: Cllr Prince to identify areas where work was needed and pass back to the Clerk who would commission the Lengthsman.</p>	BP/ CB
12.0	<p>Jubilee Events and Activities</p> <p>12.1 To Consider Jubilee Proposals from Philip Smith</p> <p>A letter had been received from Philip Smith proposing a range of activities for a Jubilee Fun Week to co-incide with the annual Village Fun (Community) Week. The Wellington Beacon had been registered. Philip Smith was committed to fund raising for the event but was requesting a contribution from the Parish Council towards a Picnic in the Park, Fireworks and other activities.</p> <p>Resolved: To contribute up to £1,000 to the Jubilee activities being run by Philip Smith</p>	
12.0	<p>12.2 To Consider Jubilee Woods</p> <p>The Jubilee Woods Project, a scheme being organised by the Woodland Trust, is offering communities packs of trees free of charge. Packs of 105 or 420 trees can be applied for. The following locations were considered</p> <ul style="list-style-type: none"> • The site of the new shop – this was discouraged by the Environment Agency who said trees could interfere with the natural flow of water away from the site • The land opposite the garden centre – this was thought to be rented out and therefore unavailable • The hedge around the new cemetery which is in need of repair / improvement / extension • Alongside the old churchyard <p>Resolved: the PC was supportive of the scheme but needed to identify a suitable site. The PCC would be contacted to discuss possible locations.</p> <p>12.3 To consider any other proposals for activities</p> <p>There were no other proposals</p>	ALL CB
13.0	<p>Parish Plan and Neighbourhood Planning</p> <p>13.1 Report on HALC Neighbourhood Planning Event</p> <p>Cllrs Langford and Wood gave a report on the event. It was felt that whilst Neighbourhood Planning would be a good thing for Parishes where there were spatial issues there was no real need to undertake one at Wellington at the moment. It was felt it would be more beneficial to update the Parish Plan which would still be used to inform developments in local areas.</p> <p>All Parish Cllrs were issued with 3 CPRE/NALC booklets covering planning issues in general and Neighbourhood Planning in particular.</p>	

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p>13.2 Parish Plan Review and Self Assessment – Next Steps To be deferred to the April agenda</p>	FP
14.0	<p>Annual Review of Standing Orders and Financial Regulations 14.1 To discuss and agree any required amendments to the Standing Orders 14.2 To discuss and agree any required amendments to the Financial Regulations 14.3 To discuss and agree any required amendments to the Financial Risk Assessment The above documents were circulated to all Cllrs in advance of the meeting and were reviewed. Resolved: There were no required amendments and the Standing Orders, Financial Regulations and Risk Assessment were re-adopted and signed by the Chair. 14.4 To re-affirm adoption of Paragraph 12(2) as per Standing Order 7 Code of Conduct Resolved: the Parish Council re-affirmed adoption of Paragraph 12(2) of the Code of Conduct.</p> <p>All Parish Clls were given copies of the Standing Orders, Financial Regulations and NALC Legal Briefing on Paragraph 12(2) of the Code of Conduct.</p>	
15.0	<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>	
16.0	<p>To Raise Matters for Next Scheduled Meeting (No Discussion) Resolved: Agenda items referred from this meeting plus the Wellington Brook, Website and Broadband</p>	
17.0	<p>To Note the Date and Time of next regular Parish Council Meeting Resolved: The next regular Parish Council Meeting is scheduled for Thursday 12th April 2012 at 7.30pm (re-scheduled from Thursday 5th April).</p> <p>Meeting Closed at 9.30 pm</p> <p>Signed Date 12th April 2012 Chairman of Wellington Parish Council</p>	All