

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at the Community Centre
at 7.30pm on Thursday 5th November 2015

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p>Present Parish Cllrs: Mrs J Gowan (Chair), Mrs L Langford, Mr B Prince, Mr D Wood Also in attendance: Mrs Chris Bucknell (Parish Clerk) and 16 members of the public.</p> <p>1.0 To Accept Apologies for Absence – Cllr S Crane, Cllr D Miller, Cllr J Shoesmith, Ward Cllr Pauline Crockett</p> <p>2.0 To Receive Declarations of Interest Cllr Wood declared a non-pecuniary interest in item 8.1. This was noted and the Chair exercised her discretion to allow him to remain in the room but not to take part in discussions regarding that item.</p> <p>2.1 To Consider Requests for Dispensations – None</p> <p>3.0 To Adopt the Minutes of the Regular Meeting of the Parish Council held on Thursday 1st October Resolved: The Minutes were confirmed and signed by the Chair</p> <p>4.0 To Receive Brief Reports from</p> <p>4.1 Ward Councillor Ward Councillor Crockett was not in attendance. As mentioned at the October meeting, Cllr Crockett was following up the results of the speed survey done on the A49 and the potential for a traffic survey on the north lane from the A49 to Westhope. No report had yet been received.</p> <p>4.2 Local Police Officers: PC Sarah Cullen had been invited to attend the PC meeting but had given apologies as she was on leave. PCSO Lewis Thomas had joined the local policing team. PCSO Ekanite had advised the PC that they were developing a new community engagement initiative and had suggested Wellington may be a good place to trial it. There was no more information on this at this stage. The Chair updated the meeting on incidents of reported crime in the area.</p> <p>4.3 Neighbourhood Watch Update John Taylor who worked with Rob on NW was leaving the village. The Chair had spoken to Peter Manson and Rob about the fact that information and issues were not always being passed on and felt there was now an opportunity for re-grouping. The Chair had offered her assistance as Lead Councillor on Neighbourhood Watch, which was a CLP initiative.</p> <p>5.0 Communications</p> <p>5.1 Broadband Update Cllr Wood reported that the Fastershire website was showing that work was progressing, particularly in Canon Pyon and Bodenham. It was still anticipated that the majority of the work would be completed by the end of 2015 with the service expected to be available from the end of 2016. It was stressed that even when work was completed residents would need to commission the broadband from their chosen service provider. Cllr Wood then gave an update on usage figures for the Parish website and the Neighbourhood Plan website, saying that the increase in the number of people accessing the websites usage was encouraging.</p>	

5.2 Facebook

In Cllr Miller's absence the Clerk updated the meeting on the Facebook page which now had 54 'likes' with the posts being widely read. The Clerk noted that residents could now post directly onto the site and the page was starting to be used by groups that met within the village, for example the History Society and the WI.

5.3 Update on School Liaison

Cllrs Langford and Gowan had met with Marie Thomas, Headteacher of Wellington Primary School to discuss areas where there could be closer liaison between the school and the PC. One issue of specific concern to the school was the planning application for 460 houses at Holmer where it was felt Wellington School, which had capacity to take additional pupils, should have been considered. It was agreed a comment should be written to the planners regarding this.

5.4 Press Policy

The draft Press Policy had been amended to take account of Cllr Wood's suggested revisions and an update circulated to all councillors prior to the meeting. The Parish Website and Facebook have been excluded from the Policy as it was believed that they needed more specific wording to guide content and put controls in place.

Resolved: The Press and Media Policy was adopted

Resolved: Cllr Wood to develop a draft Policy to cover Website and Facebook

JG/LL

DW

6.0 Open Time

Comments from the public on maintenance issues are noted under 9.2.3. There were no further comments from the public.

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

Bank balances: Treasurer's Account £8,936.70 Business Instant Access £58,404.87. The second PWLB loan payment of £7,428.11 had been taken out. Letters of thanks had been received from CAB and Age UK in relation to the donations made by the Parish Council.

Income since October meeting – £877.15	Interest (October)	£2.40
	Q4 Lengthsman Grant 2014/15	£127.25
	Wellington Delights (October Rent).	£650
	Payment from Rob Ruck for Planning Condition Waiver	£97.50

7.2 To Agree Payments made since last meeting - None**7.3. To agree payment of outstanding invoices**

Cheque	Expenditure	Amount
969	D C Gardening invoice 253. Work in Community Hub September (2 visits) £100 + VAT	£120.00
970	PIP Printing (invoice 60573) NP Documents for Regulation 16	£348.38
971	Richard Mills invoice 2972. Various work detailed on worksheets 27/8/15 (2 sheets) and 09/09/15 (3 sheets) £457.25 + VAT	£548.70

Cheque	Expenditure	Amount
972	D C Gardening invoice 290. Work at Wellington Cemetery September and October and hedge cutting September £490 + VAT	£588.00
973	D C Gardening invoice 292. Strimming Bus stop 7 th and 24 th October. £50 + VAT	£60.00
974	D C Gardening invoice 291. Work at Community Hub October £100 + VAT	£120.00
975	Cancelled	
976	Richard Mills invoice 2980. Works Order 26/10/15. Pothole repairs £304.00 + VAT	£364.80
977	SLCC invoice 118594. Clerks Conference £69.00 + VAT. 50% to be reclaimed from DMGPC.	£82.80

Resolved: All Payments Approved

7.4 To Consider Proposals for 2016/17 Budget and Precept

Cllrs Gowan and Langford had met with the Clerk to put together draft budget proposals which had been circulated to Cllrs in advance of the meeting. Cllr Langford presented the proposals which were based on the suggestion that the precept remained at £21,500. It was noted that Herefordshire Council had still not published their proposals for the 2016/17 Lengthsman programme, which may require a significantly higher level of match funding than this year. This would need to be factored into the budget when more information was known.

Resolved: To approve the budget proposals and the £21,500 precept. This would not be notified to Herefordshire Council until proposals about the Lengthsman Grant was known.

A member of the public asked about the Bell Homes Section 106 funding and it was confirmed that this was earmarked for the Community Hub. A question was also asked about what would happen to the unused NDP reserve and it was confirmed that this would be used for other Parish projects, including the Community Hub.

7.5 To Consider Membership of the Tree Wardens Network

The Tree Council had recently re-formed the Herefordshire Tree Wardens Network, an independent organisation which would give help, advice and guidance to those involved in the various aspects of tree management across the county. A launch event was being held on Saturday 7th November which would involve an information morning and an afternoon of practical activities in Queenswood Arboretum. A subscription fee of £25 per year was being proposed in order to support the various elements of the scheme. Jenny Guille felt this network was unnecessary and it was therefore agreed to wait until the launch event and to discuss membership again in December.

7.6 To Consider a Grant Awarding Policy

In the absence of Cllr Crane this item was deferred until December

Clerk

8.0

To Consider Planning Matters**8.1 To Consider any Planning Applications**

Reference Number	Application
P150929/F	Stocks House Farm, Land West of C1109 Upper Wellington. Proposed installation of an 1 MW solar photovoltaic (PV) farm and ancillary infrastructure

The Chair reported that an appeal against the decision on this application may be lodged. It was felt this was especially concerning due to the second application on Aylus Hill which had not yet had a decision. It was felt the Parish Council should consider a second representation given the cumulative effect were both installations to be approved.

Reference Number	Application
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.

This application was discussed at length; Cllrs Gowan and Langford had visited the site and all affected properties had been notified. Cllr Langford had also attended the Hope Under Dinmore Parish Council meeting where the application was discussed. It was agreed that the Parish Council should object to the application on the following grounds:

Visual Amenity/Impact on the Landscape – The site will be highly visible from the surrounding countryside, particularly when approaching from the north.

Access/Traffic - The site would need to be accessed via Hope under Dinmore village and then via a narrow track which is already over used.

Queenswood Country Park – It was felt there would be increased risk to the Wood with traffic from the campsite accessing and exiting through the woodland track.

Resolved: Cllrs Gowan and Langford would compose a response which would be circulated to Clls for comment.

Reference Number	Application
152983	Queenswood View, Bridge Lane, Wellington – Fell field maple and blue birch trees. Reduce and thin variegated maple and ornamental damson
153123	12 Derside Close, Wellington – Proposal to remove Maple Tree
153206	Silver Birches, Wellington – Proposed works to Maple Tree

Jenny Guille (Tree Warden) had been to view these applications and had no issues with what was being proposed.

Resolved: To support the applications

The following application had been received too late to have an informed discussion at the meeting.

JG

JG/LL

Clerk

Reference Number	Application
153093	Westend Cottage, Wellington - Proposed works to Leylandii trees

Resolved: To refer this application to Jenny Guille and to comment in line with her recommendations.

8.2 To Note any Decisions/Notifications Received

Reference Number	Application	Determination
152561	Wellington Shop and Post Office variation of condition 13 to allow extended opening hours on Public and Bank Holidays	Approved with Conditions
152188	Land opposite Aylus Cottages, Auberrow. Proposed erection of solar photovoltaic array, including metering and inverter kiosks, security cameras, fencing and gates and a temporary construction compound and access track.	Awaiting decision
152347	Ognal Cottage, Bridge Lane, Wellington. Proposed conversion of existing garage, workshop and office to ancillary self-contained annex	Awaiting Decision
152498	Kingfishers, 3 Queenswood Close, Wellington. Work to weeping willow tree.	Approved
151845	6 Brookside, Wellington. Proposed change of use of summer house to small beauty room	Awaiting decision
151460	Ravensholt, Wellington. Proposed works to various trees	Awaiting decision
151954	Ravensholt, Wellington. Proposed development of 3 bedroom dwelling	Awaiting decision
132970	Khotia, Wellington. Change of use and proposed double garage	Awaiting decision
P143792/O	Kingcup Cottage, Wellington, Hereford. Residential development	Refused

The Chair noted that the refusal of Kingcup Cottage was based on the fact that the Marsh, unlike Wellington, was not identified as a separate settlement in the Core Strategy or the UDP. The Wellington NDP had been referred to, the Officer being sympathetic to the plan and the efforts made to provide housing, feeling the development at the Marsh would undermine the strategy. The Chair noted that this was the second application where the NDP has been taken note of and stressed the importance of it becoming adopted.

8.3 Other Housing Issues

8.3.1 Bell Homes and Section 106

Mr Keith Bell had apologised for the state of the footpath and the continual excavations and traffic lights, which were mainly outside of his control. The Chair had pointed out the poor state of the footpath and Mr Bell agreed to look into this to see if anything could be done. It is understood the first residents of the market housing would be in before Christmas but that the housing association did not want to take up their properties until the New Year. The Chair reiterated the decision made previously not to get involved in the applications once the properties were advertised as this was outside the remit of the Parish Council. There was nothing more to report on Section 106.

JG

<p>9.0</p>	<p>A member of the public commented that the developers should have put in a wheel wash as this was a planning condition. The Chair confirmed that Phil Pankhurst, Locality Steward, was keeping an eye on it and the road is being cleaned. The Chair would report the issue to Balfour Beatty.</p> <p>The Chair noted that there was a lot of equipment, including pipes, being stored on what was known as the 'green triangle' opposite the Bell Homes site. The Chair had ascertained that the equipment was the property of Welsh Water and this will be followed up as the land belonged to the Parish Council.</p> <p>To Consider Highways Issues</p> <p>9.1 A49 Issues</p> <p>9.1.1 Feedback on Traffic Survey and A49 Speeding Issues</p> <p>As noted in 4.1 Cllr Crockett was providing information and the Chair had also been contacted by Bob Hayes, Traffic Management Adviser for West Mercia Police saying that Highways England has been asked to review this section of the A49, although it is felt this will take some considerable time.</p> <p>9.1.2 Incident Statistics</p> <p>Cllr Shoesmith was collating information on accidents taking place on the A49 at The Marsh which were not reported to the police and therefore did not figure in the official statistics. It was felt these would have been relevant to the Kingcup application and may still be if there is another application or an appeal. In Cllr Shoesmith's absence this item was deferred.</p> <p>9.2 To Receive any other Highway Issues</p> <p>Highways England has responded to the Parish Council's request for a review of Marsh signage which was raised by Cllr Shoesmith, saying that in their view there is nothing wrong or missing. Cllr Shoesmith has identified that the sign warning of a right turn into The Marsh when travelling south is missing and there is no sign to indicate there might be pedestrians crossing. This has been notified to Highways England.</p> <p>There had been no response regarding the bisected footpath at Old Comrade House which was to be resolved at the end of September and the Chair will continue to follow this up.</p> <p>The Chair reported on issues which had been discussed with Balfour Beatty Locality Steward:</p> <p>Mud on the road and the footpath outside the new development which was deemed to be in poor condition; this had also been discussed with Keith Bell (see 8.3.1). Balfour Beatty had confirmed that it is an offence under the Highways Act (section 148, 1980) to deposit mud on the Highway.</p> <p>A road restriction with traffic lights will be operating at the bottom of Queenswood Close for a week starting from 5th November.</p> <p>The lack of white lines at Vinery Corner had been raised by a parishioner – BBLP are not replenishing central white lines due to lack of funding.</p> <p>The Parish Council had been asked by a parishioner to consider a mirror at the end of Ford Lane as there is no left visibility. Balfour Beatty do not endorse the use of mirrors as they can cause issues with reflections. To install a mirror appropriately the Parish Council would need Department of Transport approval, BT approval to use their pole and Bell approval as it is on their land. The Chair added that if a mirror were installed without the appropriate approval the Parish Council may be liable. Cllrs agreed with Balfour Beatty's concerns about reflections but felt that speed along that section of road was an ongoing issue. It was agreed to write to the parishioner saying that the Parish Council were not able to do anything about her request but would continue to review the issue of speed on that section of road.</p> <p>There were some footpath issues in Brookside which are being dealt with between BBLP and Herefordshire Housing. Herefordshire Housing are also investigating the issue of the trees on the</p>	<p>JG</p> <p>JG</p> <p>JG</p>
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brook bank behind their properties now it has been established it is their responsibility.

9.2.1 To agree a way forward for damaged bridge by Bridge Farm

Some months ago a parishioner raised concerns over the state of the bridge on the private road by Bridge Farm. Although not a Parish Council issue Cllr Crane had identified a document which indicated that the bridge ownership could be in the hands of the self-build houses beyond it, which may also include the latest barn conversions.

Resolved: To send the River Lugg Drainage Board a copy of the plan and information but not to pursue the matter further as it is on private land.

The Chair went on to say that a wall had been built into the Brook behind the barn conversions which could potentially affect the flow of water. The River Lugg Drainage Board had inspected it and believed it to be in contravention of their regulations and an agreement had been reached between RLDB and the owner to alter the wall.

The Chair reported on a meeting she, and Cllrs Langford and Prince had arranged with BBLP Land Drainage on 29th October regarding flooding issues at the Mill. The Parish Council had written to all landowners with riparian responsibilities where the brook and its adjacent ditch run through their land and to date two landowners had responded. BBLP had made contact with Mr Jay regarding the culvert that runs under Watervilla and also the fact that a historic drainage ditch leading has, overtime, become filled in. Following this there is to be another investigation into the blockage at Vinery Corner although the Chair noted that this may take some time.

The Chair is still in contact with Welsh Water concerning the infiltration surveys at Wellington Marsh and the pumping stations. They have proved that it is groundwater affecting the system and work is on-going.

9.2.1 Bus Shelter Seating

The Chair had contacted BBLP regarding rubbish bins on the A49 and the potential of taking part in a free trial to see how much litter is actually collected. D C Gardening had now carried out 2 cuts of the bus stop. Cllr Prince asked that further discussion on this item be deferred until the February meeting to give time to develop the proposals.

9.2.2 Identification of work to be carried out and any other updates

The street light at the bottom of Bridge Lane has become overgrown and emits little light, making walking in the area difficult.

The Lamp post between the Social Club and Hazlebrook House appears to be either out or intermittent.

The road sweeper does not always go down Mill Lane and it was requested that its route always included the sunken lane.

The Chair would report the above issues to BB

9.2.2.1 To Consider Quotation for Work in Mill Lane

Cllr Prince confirmed that he felt the work to push back the banks around the drains and stabilise the bank behind them so that they did not get silted up (quotation £720) would not bring any benefit. It was therefore agreed, on Cllr Prince's recommendation, not to carry out this work and the item would be removed from the agenda. The Clerk was asked to let Richard Mills know.

10.0

Report on Footpaths

10.1 Update on Footpath Maintenance

A parishioner reported that the stile at the bottom of the footpath that goes up the field opposite the Dingle into Wellington Woods was difficult to negotiate as the step had sunk below the board. She noted that a handrail would be useful. The Chair would report this to Cllr Crane.

JG

Clerk

JG

	<p>In Cllr Crane's absence further discussion on this agenda item was deferred to the December meeting.</p> <p>10.2 Schedule of Maintenance This would be deferred to the December meeting</p> <p>10.3 Claypits Lane Any further discussion on this was on hold pending the decision about the Solar Farm application.</p> <p>11.0 Community Hub</p> <p>11.1 To Consider Provision and Position of Noticeboards Cllr Wood reported on a meeting that had taken place on 7th October to discuss the noticeboard, saying that it had been agreed with the CLP group that a size of 4 columns x 3 rows of A4 would be necessary. The noticeboard would be for information on community activities, not for posting items for sale or other information from private companies. There were two options for location, inside the foyer of the shop or a free standing noticeboard adjacent to the path on the left hand side of the shop. Cllr Wood said that he had been about to put forward a proposal to the Parish Council to cover the cost of the noticeboard and installation when an email had been received from Jennifer Jarrett saying that the group needed to meet again to reconsider the proposals. Cllr Wood read out the email and said he was now withdrawing from any further discussions on the noticeboard.</p> <p>Resolved: To defer any further discussion until the December meeting to give the CLP group time to consider size, location and cost.</p> <p>11.2 To Agree any Expenditure on Landscaping There was no more to report on this. A proposal would be brought to the December meeting.</p> <p>12.0 Update from the Community Led Planning Groups</p> <p>12.1 Feedback from meeting with CLP Volunteer Leads The Chair reported on the meeting that had been called to address the concerns of the CLP volunteer leads, adding that the Parish Council took their comments at the last meeting very seriously as the CLP was seen as an important initiative. The meeting was attended by Jennifer Jarrett, John Hayward, Liz Buller, Cllrs Gowan and Wood and the Clerk. The Chair reported that after discussion it became clear that the volunteers felt that the Parish Council had become detached from the process and requested the Parish Council took more ownership of the plan – not undertaking the implementation but taking responsibility for making sure it happens as far as possible. The outcome of the meeting was the proposal that a more formal CLP Implementation Group made up of representative volunteers and representatives of the Parish Council be established. Cllr Miller had indicated that he was happy to take part in this group together with the Clerk. This was agreed. Cllrs Gowan and Langford offered support for Cllr Miller as required. Cllr Gowan added that she had indicated to Jennifer Jarrett that there was a vacancy on the Parish Council that the CLP Group may wish to consider.</p> <p>12.2 Playground Initiative Cllr Miller had provided a report of a meeting which had taken place between himself, Jennifer Jarrett, Barry Cobbett, Gill Bullock and Fran White, Parks Development Manager at Herefordshire Council. Potential sites were still under review and the group was considering how they take the project forward. The group was to be known as WellPAC – Wellington Play Area Committee and a decision had been made for them to become a constituted group, outside of the Parish Council. The Chair had been asked to attend a meeting of the group in November to discuss the Parish Council's (quote) 'involvement and responsibilities when the park is built'. The Chair noted that at this point the Parish Council was not committing to anything other than signposting and possible help with funding bids. Once more is known this will be brought back to the Parish Council for consideration.</p>	<p>DW</p>
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	<p>12.3 Cycle Route Update There was nothing more to report. This item would be deferred until the February meeting.</p> <p>12.4 Good Neighbour Scheme In Cllr Shoemith's absence there was nothing further to report.</p> <p>12.5 Other Updates Speedwatch Training – this would be taking place on 12th November. Litterpicking – Pat Lewis was organising the session and a full risk assessment had been prepared. Benches – this was moving on with 3 locations being considered on private land and 2 on land around the football pitch. Jennifer Jarrett wished to record her thanks to the Parish Council for responding so proactively to the volunteer's concerns.</p> <p>12.6 To Agree any Expenditure There was no expenditure</p> <p>13.0 Neighbourhood Planning The Regulation 16 consultation was now underway and would continue until 19th November. The Chair reported on the Core Strategy, which had now been adopted by Herefordshire Council following examination, saying that it would be under constant review and it was likely that a five-year update on the NDP would be required although there was no information on this at this stage. The Chair proposed that a hard copy of the published Core Strategy was purchased. This was agreed. The Chair reported that Community Infrastructure Levy would now replace Section 106, based on square footage of developments with the contribution being higher for parishes with an NDP. The Chair paid tribute to those who had been working on the NDP, saying that of the 90 plans in progress across Herefordshire only 6 have reached regulation 16 stage with 3 at the next stage of examination, making Wellington within the top 9 parishes in Herefordshire. The Chair also offered thanks to Kirkwells and to Claire Parker for all her support.</p> <p>14.0 Community Defibrillator Cllr Langford had been approached by a member of the community who had requested that consideration be given to installing a defibrillator in the village. Cllr Langford confirmed that there was now no requirement for volunteers to hold the key code as this would be held by the Ambulance Service. Volunteers would be required to check the unit regularly to ensure battery strength. Cllr Langford reported that a grant was available and any community could apply for up to 5 units. It was suggested that one unit should be installed at the Community Hub and another at the other end of the village by the Football Club in conjunction with the Community Association. Resolved: To apply for a grant through the British Heart Foundation for purchase of the defibrillator units. The cost of installation of the unit at the Community Hub would be paid for by the Parish Council.</p> <p>15.0 Local Government Award Scheme This item was deferred until the December meeting</p> <p>16.0 To Note the Information Sheet (November 2015) and any other updates Resolved: The Information sheet was noted.</p>	<p>BP</p> <p>Clerk/ LL</p>
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