

# WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at the Community Centre  
at 7.30pm on Thursday 7<sup>th</sup> December 2017

<u>Item</u>	<u>Minutes</u>	<u>Action</u>
	<p><b>Present</b>  <b>Parish Cllrs:</b> Mrs L Langford (Chair), Mrs J Gowan (Vice Chair), Mr A Campbell, Mr S Crane, Mr B Prince, Mr C Tipping  <b>Also in attendance:</b> Mrs Chris Bucknell (Parish Clerk) and 12 members of the public.</p> <p><b>1.0 To Accept Apologies for Absence</b> – Cllr Pauline Crockett</p> <p><b>2.0 To Receive Declarations of Interest</b>  There were no declarations of interest</p> <p><b>2.1 To Consider Requests for Dispensations</b>  There were no requests for dispensation</p> <p><b>3.0 To Adopt the Minutes of the Regular Meeting of the Parish Council held on Thursday 2<sup>nd</sup> November 2017</b>  <b>Item 11.3</b> - It was noted that the minutes stated that the discount being offered at Wellington Delights was 20%. This was incorrect, the discount was a fixed £4 on purchases of £20 or above.  <b>Resolved:</b> With the above amendment the Minutes were confirmed and signed by the Chair</p> <p><b>4.0 To Receive Brief Reports from</b></p> <p><b>4.1 Police Update</b>  The December issue of the Safer Neighbourhood Team Newsletter had been circulated to all Councillors. It was reported that between 21<sup>st</sup> and 22<sup>nd</sup> November, there had been a theft of 12 Christmas trees from a business location. The trees were between 8 – 10ft and packaged ready for delivery</p> <p><b>4.2 Ward Cllr Pauline Crockett</b>  Cllr Crockett was not in attendance but had submitted the following report which was read out by the Chair</p> <p>Following a barrage of concerns regarding the charges for street parking in Hereford, Herefordshire Council had issued vouchers for free parking to encourage customers to visit independent businesses in Hereford this Christmas. The scheme is in partnership with the Hereford Business Improvement District (BID) team and aims to promote independent businesses during the busy Christmas period. The parking vouchers are available for local independent businesses to issue to customers and can be used throughout December for 3 hours free weekend car parking at the Town Hall car park and Greyfriars overflow car park (the section under the bridge) on Saturdays and Sundays. They can also be used for 2 hours free parking (Monday to Saturday) in the limited waiting bays on Castle Street. These locations are a short walk from the Independent Quarter on Church Street and the surrounding area. Herefordshire Council car parks in Hereford City Centre, including the Old Market and on-street pay &amp; display, are free for shoppers after 4pm every Wednesday until Christmas.</p> <p>Cllr Crockett reported that Councillor Tony Johnson (Leader of the Council) had announced changes to the Cabinet Member portfolios. Details of all Cabinet Member and their portfolios were on the Council website and are as follows:-</p> <p><b>Councillor Tony Johnson</b> Leader of The Council / Corporate Strategy and Budget</p>	

**Councillor Jonathan Lester** Deputy Leader of The Council / Young People and Children's Wellbeing  
**Councillor Harry Bramer** Contracts and Assets  
**Councillor David Harlow** Economy and Communications  
**Councillor Nigel Shaw** Finance, Housing and Corporate Services  
**Councillor Paul Rone** Health and Wellbeing  
**Councillor Philip Price** Infrastructure  
**Councillor Barry Durkin** Transport and Regulatory Services

CLlr Crockett reported that locally, she had been asked to refer the condition of the School Entrance to the Council. This was currently being assessed by Cllr Durkin (Transport Services) and BBLP and a report was awaited. In addition, Cllr Crockett had attended meetings with some parishioners to try to resolve a parking issue in the village, this was ongoing.

Planning applications and planning issues were also ongoing, and Cllr Crockett was currently waiting for a reply from the Planning Officer regarding the Cemetery Car Park.

Cllr Crockett's report concluded by encouraging parishioners to contact her if they had any concerns or issues and she wished everyone a Merry Christmas and a Happy and Healthy New Year!

## 5.0 Communications and Updates (not requiring decision)

### 5.1 Review of Facebook

The Clerk reported that the Facebook page was currently being reviewed as feedback had been received that it was difficult for visitors to post items. Clare Tolley from the CLP WellWEB team was assisting with this.

### 5.2 Community Defibrillator (see also 11.8)

The defibrillator had been taken by someone unknown and had been returned unused. Richard and Lyn Bavin needed to know when the machine was used so that it could be cleaned and the pads renewed if necessary. Notices had now been placed in the case and on the website with contact details for Richard and Lyn, stating they must be notified if the machine was used.

The CCTV had captured a picture of the person removing the defibrillator and their car and this would be forwarded to the PCSO.

There was a need for volunteers (preferably 2) to help with the Defibrillator if Richard and Lyn were away from the village. The Clerk was asked to put this on Facebook.

Lyn Bavin noted that the current Memorandum of Understanding from BHF was out of date and they were currently working on updating this. Because of this currently there was nowhere to report use of the defibrillator.

## 6.0 Open Time

A question was asked about whether brown tourist signs could be put up on the A49 advertising the Pub and Shop. Cllr Tipping said he had looked into this and it would involve a disproportionate amount of work and was expensive. It was not felt this was something the Parish Council would pursue. It was noted that the current sign for Wellington Delights was out of date with the opening hours not having been amended.

## 7.0 Financial Matters

**7.1 Bank balances:** Treasurer's Account £34,673.25 Business Instant Access £59,144.67

<b>Income since November meeting – £2,038.76</b>	October Interest	£2.51
	Payment from PCC for Cemetery Maintenance Inv 08/17	£736.25
	Wellington Delights Rent October/November Invoice 09/17	£1,300

Clerk

Clerk

**7.2 To Agree Payments Made Since Last Meeting**

Payment	Expenditure	Amount
BACS	Grant Thornton invoice 8748860 External Audit 2016/17 £300 + VAT	£360.00
BACS	B P Security Systems Invoice 01 CCTV for Wellington Delights £675 + VAT	£810.00
BACS	D C Gardening invoice 284-1718. Grounds Maintenance for October. £240 + VAT	£288.00

**Resolved:** Payments noted and approved

**7.3. To Agree Payment of Outstanding Invoices**

Payment	Expenditure	Amount
Chq 1017	Richard Mills invoice 3205. Work on PROW and installation of kissing gate. £249.25 + VAT	£299.10
BACS	Jane McNeill invoice 32 Cleaning of Parish Room November	£40.00
BACS	D C Gardening invoice 308-1718. Grounds Maintenance at Community Hub, Cemetery and Bus Stop for November. £320 + VAT	£384.00
BACS	Birches Mobile Locksmith invoice 29/11/17. Lock for Toilet door at Community Hub.	£95.00

**Resolved:** Payments Approved

**7.4 To Consider and Agree Load Repayment to PWLB**

Cllr Langford presented a summary of what it would cost to pay off the whole of Loan 503230 and to pay £22,000 of the principal of Loan 502872.

**Loan 503230** - The remaining principal was £21,803.68 with interest to date of £87.93 and a premium of £4,802.17, making a total of £26,693.78. This would result in a saving per annum of £1,762.72.

**Loan 502872** - To pay £22,000 from the principal with interest to date of £98.11 and a premium of £5,508.23, making a total of £27,606.34. This would result in a new repayment rate of £2,171.34 (currently £2,916.77) making a saving per annum of £1,490.86.

It was noted that these figures may change slightly once PWLB was contacted and the final payment date agreed.

**Resolved:** To pay off all the remaining principal on Loan 503230.

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

Ref Number	Application
173771	Three Arch Barn, Church Farm Barns – Proposed pentice boards to exterior

**Resolved:** To support the application

Ref Number	Application
174232	Waterfield House, Auberrow – Proposed removal of existing conservatory and replacement with single storey extension, together with construction of detached garage

Comments included noting the drainage ditch along the boundary with the field. At the closest point it was felt that foundation work could jeopardise the integrity of the pipes which may cause flooding issues.

**Resolved:** To support the application with the inclusion of the above comments

Clerk

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Ref Number	Application
174177	Chelwood, Wellington – Proposed works to Prunus tree in front garden - fell and remove roots. Replace with Acer Pal Osakazuki.
174420	Flambards, Auberrow Road, Wellington – Propose to remove one Leylandii. To replace with a smaller tree and flower bed.

The above 2 applications for Tree Works had been considered and approved by Shirley Edgar (Tree Warden).

**Resolved:** To support the proposals. Thanks were given to Shirley Edgar.

Clerk

### 8.2: To Note any Decisions/Notifications Received

Reference Number	Application	
171524	2 Wellington Court Barns. Detached timber frame and clad building for purposes incidental to the residential use of 2 Wellington Court Barns	Approved with Conditions
173858	Wellington Garden Centre. 1 canopy sign, 1 entrance sign and 1 board sign	Approved
172259	Land adjacent to Graveyard, Wellington. Outline application for 10 dwellings with garages and construction of new access.	Awaiting Decision

### 8.3 To Consider Any Other Planning Issues

- **Pre-Planning Consultation on Extraction of Sand and Gravel on land off A49**

The following comments were made following the informal consultation that took place.

**Water Management/Flood Control** - Herefordshire Council's Adopted Scoping Opinion dated 14<sup>th</sup> March 2017 stated "...a standoff from Wellington Brook of 30m..." was necessary but it was considered that only 10m had been allowed in the proposals. The Brook is a tributary of River Lugg and caused flooding in Wellington village itself – the Parish Council would wish to see it afforded as much protection as the River Lugg itself in line with the authorities comment. It was noted there were numerous properties/farms in Wellington which rely on well water and experience when the existing quarry started work was that the water table dropped dramatically resulting in dry wells. Assurance was sought that this issue will be addressed.

It was stated that 'inert' infill material would be used post-extraction – at the consultation this was explained to be 'pre-sorted building waste including rubble'. Use of inappropriate material could contaminate not only wells but also the Brook itself which currently enjoyed a good clean water status as a wild-life environment. The Parish Council wished to seek assurances regarding the infill material and how it would be monitored.

**Traffic Management** – It was noted that from time to time roads through Wellington, Upper Wellington and the 'north road' (from the A49 to Westhope) were used by heavy vehicles from the existing quarry. In addition, the junction of Haywards Lane and the A49 onto the dual carriageway was felt to be totally unsuitable for heavy goods vehicles turning right onto the northbound A49 from Haywards Lane. The application stated that it was the intention that all quarry traffic would arrive at the site via the southbound A49 and leave in a southerly direction onto the A49 with no traffic through any of the roads associated with Wellington. The Parish Council would wish to see clear demonstration of how this would be enforced both during the construction phase, the operation phase and the infill stage.

**Social Contribution** - It was not known whether Dinmore Aggregates intended to run a grant scheme to benefit the local area or exercise its social responsibility, but Wellington Parish would welcome any financial contribution that could be offered as part of the planning process to fund much needed services in the Parish that Herefordshire Council are no longer able to fund.





	<p>windows and ledges. Cllr Langford would get in touch with the window cleaner and see if he would be willing to clean the inside of the windows.</p> <p><b>11.7 Snow and Ice Clearance</b> The procedure had been established and Carol had provided Cllr Campbell with a list of 4/5 volunteers who would clear the path in the event of bad weather. Carol would have responsibility for co-ordinating the work and Cllr Campbell would oversee the process on behalf of the Parish Council.</p> <p><b>11.8 To Consider Signage for Community Defibrillator (see also item 5.2)</b> It was agreed to put a sign up on the glass of the foyer facing down into the street with a larger one in the Community Centre with a note about the location of the equipment.</p> <p><b>11.9 To Consider any Expenditure</b> There was no expenditure.</p> <p><b>12.0 Update from the Community Led Planning Groups</b></p> <p><b>12.1 Report from the CLP Implementation Group</b> There had been no further meeting of the IMP Group</p> <p><b>12.2 Ford Meadow</b> There was no further update</p> <p><b>12.3 Welcome Pack (Wellington Parish Information Pack WELLPIP)</b> A further 10 Welcome packs had been sent out to new residents.</p> <p><b>12.4 Community Website</b> The Community Website, <a href="http://www.Wellingtoncommunity.co.uk">www.Wellingtoncommunity.co.uk</a> was now live and thanks were given to the WellWEB team and all the contributors. December would see the start of an awareness campaign to increase use of the website.</p> <p><b>12.5 Other Issues and Updates</b> - There were no other updates</p> <p><b>12.6 To Consider any Expenditure</b> There was no further expenditure.</p> <p><b>13.0 To Note the Information Sheet (December 2017) and any other updates</b> <b>Resolved:</b> The Information sheet was noted. There were no other updates.</p> <p><b>14.0 To Raise Items for the next Scheduled Parish Council Meeting</b> GDPR, Standing Orders, Financial Regulations, Clerks Salary Review</p> <p><b>15.0 To Note Date and Time of the next Regular Meeting of the Parish Council</b> Thursday 1<sup>st</sup> February 2018 at 7.30pm in the Community Centre. There would be no Regular Meeting in January 2018.</p> <p><b>16.0 Public Bodies (Admission to Meetings) Act 1960</b> As Carol Lloyd had requested that no discussion regarding Wellington Delights Business and Finance took place this item, and item 17 was no longer required</p> <p>The Meeting closed at 8.50 pm</p> <p>Signed ..... Date 1<sup>st</sup> February 2018 Chairman of Wellington Parish Council</p>	LL
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