

# WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at the Community Centre  
at 7.30pm on Thursday 6<sup>th</sup> September 2018

Item	<u>Minutes</u>	
	<p><b>Present</b> <b>Parish Cllrs:</b> Mrs J Gowan (Chair), Mr S Crane, Mr B Prince</p> <p><b>Also in attendance:</b> Mrs Chris Bucknell (Parish Clerk), Ward Cllr Pauline Crockett and 24 members of the public.</p> <p><b>1.0 To Accept Apologies for Absence</b> – Cllr L Langford (Vice Chair) and Cllr A Campbell</p> <p><b>2.0 To Receive Declarations of Interest</b> Cllr Gowan declared a non-pecuniary interest in item 7.7, being on the Parochial Church Council.</p> <p><b>2.1 To Consider Requests for Dispensations</b> There were no requests for dispensation</p> <p><b>2.2 Revised Code of Conduct – Declaration of Interest Form</b> Cllrs were reminded that if they had any interests to declare related to the Revised Code of Conduct they should complete and return a Declaration of Interests Form with their updated details.</p> <p><b>3.0 To Adopt the Minutes of the Regular Meeting of the Parish Council held on Thursday 5<sup>th</sup> July 2018</b> <b>Resolved:</b> 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> There was still no Police newsletter. The Chair noted that there had been informal reports about petty pilfering, but nothing had been made official and Neighbourhood Watch was not advised, therefore, that nothing could be done. The Chair urged anyone who was aware of anything suspicious to contact Dave Willis (Neighbourhood Watch).</p> <p><b>4.2 Ward Cllr Pauline Crockett</b> Cllr Crockett advised the meeting that the Hereford Area Plan consultation had been launched and would be looking at site options for housing and employment opportunities. The consultation can be accessed via the Herefordshire Council web site or by visiting the Hereford Library where an exhibition would be running until 5<sup>th</sup> October.</p> <p>The Cabinet had approved the recommended ‘Red Route’ for the Hereford bypass. Technical surveys and design work were in progress and Consultation 3 was expected in early 2019. A question was asked about how long it would take before work started on the bypass. Cllr Crockett said the current expectation was that this would be 2020 but significant funding had to be found and until this had been achieved the project could not progress.</p> <p>BBLP had announced that the usual grass cutting planned for August had been deferred due to the hot weather and resources used to carry out amenity grass cutting would be redeployed to carry out other work such as weeding, siding out of kerb lines in urban areas and vegetation clearance. Parish Councils should contact BBLP if they identify any areas of concern.</p> <p>The Fastershire Project between Herefordshire Council and Gloucester County Council was ongoing with Phase 1 of the project having enabled 83% of premises in Herefordshire, and 82% in Gloucestershire, with access to speeds of 30Mbps or over. Phase 2 of the project was expected to increase coverage in Herefordshire to 95%, and 97% in Gloucestershire with the vision being that by</p>	

the end of 2019/20 all residents and businesses in Herefordshire and Gloucestershire would be able to order the broadband service they need.

Cllr Crockett went on to say that she had undertaken a village walk with Cllr Gowan and Mark Hedley from Balfour Beatty with a view to noting areas of concern and prioritising Section 106 funding.

One issue that was noted was the amount of gravel and weeds that are scattered around the roadside/kerb areas and this has been passed onto BBLP to action a sweep as soon as possible.

Cllr Crockett finished by saying she had been involved in discussions with Safer Roads Partnership and Kier regarding concerns about the A49 junction to the village. This would be looked at further and reported on at a future meeting. Herefordshire Council and Safer Roads Partnership planned to launch a 'Casualty Reduction' speed enforcement trial along the A4110 Hereford to Leintwardine road, for a period of 3 years. This project aimed to reduce road traffic collisions and casualties across Herefordshire and would be reviewed annually.

## 5.0 Communications and Updates (not requiring decision)

### 5.1 Recruitment of Parish Councillors

The Chair reiterated the need to recruit Parish Councillors, adding that there was a danger that meetings would be inquorate if Cllrs were absent for any reason. All Cllrs would stand for re-election in May 2018 and if any decided not to stand, the Parish Council ran the risk of not being able to function effectively, or of having to be taken over by Herefordshire Council in the interim.

### 5.2 Parish Newsletter

The final draft of the Autumn Newsletter was complete and would be forwarded to Councillors for approval with the aim that it would be distributed at the October PC meeting. Cllr Gowan added that the CLP and Cllr Crane had contributed but there had been no other suggestions for content and if the newsletter was to continue and add value it would require more input and ideas from Councillors going forward.

## 6.0 Open Time

There were no issues raised

## 7.0 Financial Matters

### 7.1 To Receive a Report from the RFO:

**Bank balances:** Treasurer's Account £12,030.06. Business Instant Access £49,144.67.

Income since the July meeting

- Wayleave Payment of £3.55
- Interest of £1.89.
- Payment from resident for damage to fence at the Shop £178.83
- Invoice 04/18 from Carrot and Wine (50% of Fire Inspection) £46.29
- Invoice 02/18 from Carrot and Wine for 75% of the cost of building insurance £498.34
- VAT claim for the period 01/04/18 to 31/07/18 £955.25

### Invoices outstanding include

03/18 – Reimbursement of the hedge trimming at Watermill £107.40 (*post meeting note – this was now paid*)

05/18 – Carrot and Wine payment of £117.00 for Planning Application

### 7.2 To Agree Payments made since last meeting

Payment	Expenditure	Amount
BACS	Lambe Corner Invoice 75741. Professional charges related to lease with Carrot and Wine and forfeiture of lease with Carol Lloyd. £2024.00 + VAT	£2,424.00
BACS	Payment for Planning Application 182783 – reimbursement to Clerk	£117.00

Payment	Expenditure	Amount
BACS	Creative Solutions invoice 55756 Noticeboard for The Marsh £385.99 + VAT	£463.19
BACS	D C Gardening invoice 150-1819. Grounds Maintenance for July £385 + VAT	£462.00
BACS	Jane McNeill invoice 39. Cleaning at Parish Room and toilet July	£50.00

**Resolved:** All payments approved

### 7.3. To agree payment of outstanding invoices

Payment	Expenditure	Amount
Chq 1024	Richard Mills invoice 3292. Work on WG11 and pavement along field edge. Clearing signpost at the Vinery and clearing the gutter from Watermill as required £192 + VAT	£230.40
BACS	Cleaning materials and equipment (via Cllr Gowan)	£15.20
BACS	Jane McNeill invoice 40 Cleaning of Toilet and Parish Room August 2018 – Final invoice	£30.00
Chq 1025	Richard Mills invoice 3300. Repair of drain cover, clearing pipe and digging our culvert. £190 + VAT as per quote 1146	£228.00
BACS	D C Gardening invoice 193-1819. Grounds Maintenance for August £374 + VAT	£448.80
BACS	Viking invoice 525602. Paper for Parish Info Pack (Jan Lyke). £40.18 + VAT. Using up outstanding credit of £5.71	£42.51
BACS	Folders for Parish Information Pack (Jan Lyke)	£59.70
BACS	Ink for Parish Information Pack (Jan Lyke). <i>Post meeting note: Jan Lyke updated that she only wanted reimbursement for 1 ink cartridge at £10.99 and refunded the difference by cheque.</i>	<del>£32.97</del> £10.99
BACS	Toilet Rolls for Community Hub (up until 01/09/18) reimbursement to Clerk	£20.00

**Resolved:** All payments approved

### 7.5 To Agree Process and Timescale for 2019-2020 Budget and Precept Setting

The precept proposals need to be with Herefordshire Council by 31/12/18. The Clerk proposed that the Finance Committee meet to put together proposals which will then come to the November Parish Council meeting for comment/queries. These will then come back to the December PC meeting for final approval before submission to Herefordshire Council by the due date. This was agreed. The Clerk would put together a year to date summary to inform this meeting.

### 7.6 To Consider Grounds Maintenance Contracts for 2019 and 2020

Currently the contract with Dave Campbell to maintain the shop grounds, cemetery and bus stop on A49 ends in December 2018. For the past two months he had been strimming the path at Ford Meadow as an interim measure until the ongoing process has been agreed (covered under item 7.6.1). The Clerk confirmed that because of the value of the contract it did not need to go out to tender.

**Resolved:** To review the work covered by the current contract and to ask D C Gardening for an itemised quote to cover 2019 and 2020.

#### 7.6.1 To Consider Upkeep of Ford Meadow

The CLP had put forward the following proposal which had been circulated to all Cllrs in advance of the meeting;

**Background** - Ford Meadow is a long-term Wellington community project supported by the Parish Council to provide an inviting area where parishioners could spend time. The CLP needed to ensure

	<p>that Ford Meadow survives and thrives and provides an attractive rest area.</p> <p><b>The Issue</b> - Ford Meadow (like other gardens) has been through a traumatic year with rain, snow and a period of hot weather and drought, encouraging the pernicious weeds to outgrow and smother the many seedlings and young plants. Although the area is not looking good on the surface, already new seeds are showing through the grass and several different varieties are thriving.</p> <p>The CLP feel that supporting Ford Meadow and making it into what we believe is possible needs to be a joint effort between volunteers and the Parish Council.</p> <p><b>The CLP are proposing the following:</b></p> <p><b>2018</b> –The PC to continue to provide mowing for September 18 and October 18 Volunteers will undertake a rake and rattle event in October having carried out a rake and scrape in August 2018.</p> <p><b>Proposed Ongoing Annual Programme of Works (to be reviewed at the end of each year)</b></p> <p>The PC to fund mowing the pathway from the road to the bench nearest to the Ford once a month for the period March – October.</p> <p>The PC to fund a strim of the entire site annually in late July</p> <p>Volunteers will be recruited under the management of Shirley Edgar to carry out all other ongoing maintenance work and to undertake 2 tidy up events per year.</p> <p><b>Resolved:</b> This was agreed, and D C Gardening would be approached to include this work, itemised, in their quotation for 2019 and 2020.</p> <p>The Clerk stressed the fact that for volunteers to be covered by the Parish Council Liability Insurance they would need to be closely managed and monitored and a risk assessment needed to be in place for all the activities.</p> <p><b>7.7 Financial Assistance to Churches</b></p> <p>The Clerk reported that National Association of Local Councils (NALC) had put out guidance saying that there was a lack of clarity between the 1894 Local Government Act (which prohibits Parish Councils to contribute to the upkeep of church assets) and the 1972 and 2011 Local Government Acts which appear to allow this; NALCs view being that it was illegal for Parish Councils to make any kind of donation to Churches or to the upkeep of churchyards (except closed churchyards). The Clerk had approached the Clerk’s professional body (SLCC), their advice being that this should be discussed with the Parish Council, giving them the NALC advice and letting them make a balanced judgement. The SLCC felt that as long as the Parish Council could show they had considered the issue and could give the reasons why they have come to the conclusion they had, then there should be no problem in continuing to support the maintenance of the cemetery.</p> <p><b>Resolved:</b> the NALC view was noted but the Parish Council agreed to continue contributing to the upkeep of the cemetery. It noted that if any other requests were made from religious organisations or groups within the Parish these would be discussed openly and indiscriminately considered as and when they occurred.</p> <p><b>8.0 Update on General Data Protection Regulations and Documentation</b></p> <p>Cllr Crane noted that the standard documentation from Herefordshire Council had been adopted. The documents outlining parishioners’ rights and how the Parish Council looked after its data were now in place and openly accessible on the website.</p> <p><b>Item 8.1 Registration with Information Commissioners Office</b></p> <p>The Clerk confirmed that Wellington Parish Council’s registration has been updated to reflect the requirements of GDPR</p> <p><b>9.0 To Consider Planning Matters</b></p> <p>Comments submitted from Cllr Langford, who was not present at the meeting, were taken into account during the discussion. Members of the public were invited to comment on each of the</p>	Clerk
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applications and relevant observations taken into account when formulating the Parish Council responses.

### 9.1: To Consider any Planning Applications

Reference Number	Application
181468	Hayward Industrial Estate – Proposed erection of an industrial steel frame building to be used for the sorting of waste prior to onward transfer off-site. External concrete yard, drainage works, realignment of bund and the installation of a weighbridge.

Before discussing the application, the Chair noted that the application was in the name of Southwest Environmental of Bristol, but the site was operated by Haywood Crushing and Demolition, so it was felt this implied a change of operation or a new additional operation.

The application was discussed, and the Parish Council agreed to object to the application, not on the grounds of the new building but on the detail of the site operation, many aspects of which were cause for concern as follows:

Although the application was accompanied by a flood risk analysis there was no other information provided on other issues despite the pre-application advice. More details were required on the processes to be carried out and the type of waste.

Footpath WG34 was already impeded by the site bund and before any further changes to the site were made this should be investigated.

The area of Haywards Lane was prone to flooding and any revision to the site bund needed to be made in such a way that it did not create additional problems and risk to local properties.

There were significant concerns regarding the type of waste to be handled particularly as there was mention of a change of waste type including liquids. It was strongly felt that evidence should be provided about how the watercourse was to be protected. It was also noted that there was a high water table in the area which needed to be considered.

There was concern regarding potential effects from odour and dust pollution which needed to be considered and regulated against.

Lack of information about numbers of vehicle movements – noting the Highways England comment about the potential unsuitability of the junction of Haywards Lane with the A49 for more vehicle movements, the right turn north already being very heavily used by HGVs from the quarry operation.

The Chair noted that the current Haywood Crushing and Demolition operation on the site was brightly lit at night with one particular light directly affecting the upper floor of a property on the northern boundary of Wellington village – efforts to negotiate with the site operator to change the angle of the light had failed and the Parish Council feel that this should now be investigated by Environmental Health – as any additional operation on-site could result in more light pollution.

Members of the public noted that the junction of the C1108 Wellington village street with the A49 was also being used by HGVs to perform U-turns, having left Haywards Lane to travel south as this was deemed quicker than waiting to cross the A49 to turn right. This would be included in the response but also reported to Highways England.

**Resolved:** To submit comments based on the above discussions and observations

Reference Number	Application
182878	Land Adjacent to Graveyard, Wellington – proposed erection of 15 dwellings

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The Applicant and Agent were present at the meeting. They were offered the chance to present on the application but wished to limit their input to answering questions as they arose.

The Chair summarised the application saying this was a revised outline application, following refusal of the earlier one, stressing that this site was within the NDP, so development of the land was already agreed; what needed to be addressed was the detail and any issues raised the last time around. The Parish Council comments on the original application had centred around its conformity to policies in the NDP, particularly W3 (the size of the homes) and conformity to W4 (protection of heritage assets, taking into account Appendix 3 and Appendix A concerning distinctiveness and style). The PC had also queried the proposed pedestrian access to the public amenity space and concerns had been raised concerning flooding. The Chair added that the Parish Council were pleased that the revised application had addressed some of these issues.

The public were given an opportunity to speak and reminded that the Parish Council would only take forward comments which related to material planning considerations.

The application was discussed, and the Parish Council agreed that some comments from the previous application needed reiterating:

There were still concerns from residents close to the development about the potential for increased risk of flooding and a detailed drainage plan needed to be submitted to show how the risk would be mitigated and to show conformity to Policy W12 in the NDP.

The design and layout of the buildings need to pay particular attention to NDP Appendix 3 (Wellington Distinctiveness) and Appendix A (Detailed Design Objectives). It was expected that any detailed plans should conform with NDP Policy W4 given the site's proximity to four listed buildings. It was mentioned that the road frontage could be staggered in order to add interest.

New comments were also raised:

Now parking space for the adjacent cemetery has been removed from the plans the Parish Council stressed that, where possible, there must be adequate on-site visitor parking as the site was very close to the junction of the village street C1108 and the A49. It was noted that Herefordshire Council would have an input into achieving this and it may not be accepted.

There was significant discussion about the number and type of houses to be built with the number now having been raised from 10 to 15 (which the agent said was on the advice of Herefordshire Council who said the land needed to be used to maximum effect). It was felt there was a need for smaller affordable housing although it was noted that the site was too small to be of interest to a Housing Association. The agent said that the affordable housing would be around 80% of the market price which would be around £175k for a 2 bedroom property.

Policy W3 of the NDP stated: developments that lead to concentrations of different types and tenures in separate groups on a site will not be supported. The current application clearly showed the smaller "affordable" 2 and 3 bed properties arranged as a distinct and separate terrace.

Of the 15 homes on the development, 6 were proposed as four bed detached. Wellington's NDP was clear that the village needed smaller and thus lower cost open-market housing to attract young families. On this basis it was felt the high proportion of 4 bed properties on this development was not acceptable. A resident brought up about the potential for the incorporation of bungalows in order to provide a means for older residents in Wellington to downsize and this needed to be considered.

In the application adjacent 'public amenity space' was referred to and it was noted that this green space was protected in the NDP as it had been hoped to secure it for children's play. As this had not proved possible the applicants suggestions for how this space might be used as a public amenity would be welcomed.

Finally, reference was made to the Section 106 allocation for sustainable transport infrastructure. Some of this may have been achieved by the time the development is complete and the money is paid but the Parish Council requested that it still remained ring-fenced for transport matters, but with the

flexibility to agree, in conjunction with Herefordshire Council on how it is spent.

**Resolved:** To submit comments based on the above discussions and observations

Reference Number	Application
182669	1 Parsonage Fields, Wellington. Erection of garden pagolas, insertion of a window. Fell a pear tree and replace with a birch tree.

The applicant was present for this application and was invited to speak and answer questions.

The proposals for felling the pear tree and replacing it with a birch tree had been considered by the Tree Warden, who had no objections.

In terms of the proposal to insert a window it was noted that when Parsonage Fields was first planned there was concern that they would overlook Gatherstone and The Farm and for this reason 1 and 2 Parsonage Fields were designed so that they had no windows that faced east and also repositioned to ensure as much privacy as possible. At the time this action was acceptable to the residents concerned.

The Chair reported that she had been to both Gatherstone and The Farm to look at this as overlooking and loss of privacy were both material planning considerations. It was her view that the privacy of both properties (Gatherstone's kitchen and outdoor seating area and The Farm's conservatory) would be compromised by the window unless it was non-opening and obscured glass, especially in the winter when there was no foliage on the dividing hedge line.

It was agreed that the Planning Officer should be asked to make a site visit before any decision was made. This, together with the above comments, would be submitted to the Planning Department.

Reference Number	Application
182783	Wellington Shop and Post Office – variation of condition 13 to allow extended opening hours

This was the Parish Council's Planning Application, on behalf of Carrot and Wine, who wanted the flexibility to extend the opening hours of the shop to 7am-9pm 7 days a week. Notices had been put on the boards and neighbouring properties notified.

There were no comments from the public.

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

Reference Number	Application	
181983	Claremont, Wellington. Tree works to Willow tree.	Approved
181754	Land at Kingcup Cottage. Proposed erection of 10 self/custom build dwellings, 5 affordable dwellings and alteration to existing access	Awaiting Decision
181800	2 Wellington Court Barns. Variation of condition 2 ref 171524. Insertion of 2 windows	Approved with Conditions
180581	Land adjacent to 19 Brookside, Wellington. Proposed one-bedroom dwelling.	Awaiting Decision

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### 9.3 To Consider any other Planning Issues

#### Update on application 181754 – Land at Kingcup Cottage

The determination date had been extended until 27th September. The Chair explained that the reason for this was that there were some outstanding issues on the application which needed to be addressed. A road traffic noise survey had been commissioned as there was currently a holding objection in this regard; also, Highways England had asked for revised plans of the junction layout and the internal site layout to ensure large vehicles could safely turn around.

#### 183139 – Stocks Farm, Wellington – approval of conditions 5 and 22

The Parish Council had not been required to comment on this application which addressed details reserved by conditions on the Rickyard development relating to the historic barn including a new bat survey.

#### Section 106 Funding

The Chair noted that Section 106 funding has been covered both for transport (item 4.2) and relative to the Land Adjacent to the Graveyard (item 9.1). At the last meeting it was reported that the Section 106 Officer had asked to meet with the Chair and that meeting had taken place. Concern was expressed that nowhere had been found for formal play in Wellington and the Section 106 Officer wanted to know exactly what had been done, what had been looked at and why it had not proved possible so far. The Chair had covered everything, including, at their request, the complex landholding issues at the rear of the school. The Section 106 Team were satisfied the Parish Council had done all they could at this stage but that the PC and the WCA would continue to be as pro-active as possible should any opportunity arise.

10.0

### To Consider Highways Issues

#### 10.1 A49 Issues

##### 10.1.1 Meeting with Highways England

The Chair noted that the meeting with Highways England, to investigate local issues had not yet taken place and also commented that Parish Councillors were not to be invited, which it was felt not acceptable at a time when Parish Councils were being asked to take on more and more tasks.

##### 10.1.2 Update on Safer Roads Partnership Response to request for Speed Check

At the July meeting there had been a discussion about speed on the A49 and the 85<sup>th</sup> percentile indicator that the police use to decide if further action or checks were needed. The Chair had gone back to Safer Roads Partnership and reported verbatim on their response (below):

*When we took our data, we recorded an average two-way traffic flow of 11478 vehicles per day. Between 8:00am and 5:00pm average hourly flows varied between 731 and 950 with slight decreases outside of these hours.*

*I accept that when traffic is this heavy the number of vehicles in the upper 15% of speeds will be high, so I have asked our analyst for the 95<sup>th</sup> percentile figure which gives a broader spectrum of speeds. This figure is 51mph, and in the main body of the day (7:00am – 5:00pm) is slightly lower. While this is a higher figure than the 85<sup>th</sup> percentile figure, it still shows a good degree of compliance with the limit.*

*The traffic volumes in the village were much lower with an average two-way traffic flow of 843 vehicles per day. Daily flows were obviously lower too and never exceeded 100 vehicles per hour. Peak times were 8:00am – 9:00am (77 per hour) and 3:00pm -4:00pm & 4:00pm – 5:00pm (73 & 70 vehicles per hour respectively).*

*When traffic volumes are this low the 95<sup>th</sup> percentile figure is less relevant, so I have not asked for it to be calculated in this instance.*

The Chair noted that this situation was very frustrating for the Parish Council but felt there was little that could be done to change the current monitoring process.



**10.2. To Receive any Other Highways Issues****10.2.1 Resurfacing at Entrance to Wellington Village**

The Chair confirmed that, thanks to the involvement and hard work on the part of Ward Councillor Pauline Crockett, the resurfacing work was due to take place during the third week in October. The meeting gave a vote of thanks to Cllr Crockett for all her hard work.

**10.2.2 White Lining at Auberrow and Watermill**

It was reported that some white lining work had been completed and the lines at Watermill and Auberrow Cross Roads had been identified and added to the Locality Steward's work list.

**10.3 Identification of work to be carried out and any updates****10.3.1 Update on Latest Meeting with Locality Steward**

The Chair noted that there had been no further regular meeting with the Locality Steward but that she and Councillor Prince would meet him before the October meeting.

**10.3.2 Noticeboard at The Marsh**

The notice board for the Marsh had been delivered and installed and the Parish Council were grateful to Mr and Mrs Peters who had offered to maintain and update it. It was hoped that this may encourage more residents of Wellington Marsh to come along to the Parish Council meetings.

**10.3.3 Rubbish Bin at Auberrow**

Following the last meeting the Clerk had sourced costs for purchase and emptying of a bin at Auberrow. Prices for bins varied between £209 for a steel bin and £500+ for a cast iron one. DC Gardening could empty the bin but would need another bin in which to dispose of the rubbish as he cannot dispose of dog waste. Emptying would be in the region of £10 per visit. Richard Mills (Lengthsman) could also empty bins for around £15/20 per bin (depending on location) and would take the rubbish away. However, he would request a specific size of bin otherwise he would need to purchase, at the Parish Council expense, a different size of bin liner. There had been no response from BBLP.

The Chair felt as litter at Auberrow did not seem to be a major issue, the purchase of a rubbish bin would be put on hold unless BBLP came up with an offer to install and empty one.

**10.3.4 Culvert Cleaning**

The Chair had been advised that the culverts were maintained in July.

**10.3.5 Rubbish Clearance in Ford Lane**

A parishioner had complained to the PC about the build-up of debris against the Church wall in Ford Lane, much of this was historical and its source unknown. Removal would need to be at the expense of the Parish Council and the Chair had asked councillors to look individually and see if they thought that this should be carried out, the debris was not impeding the road way at all and it was a narrow country lane with no footpath and has no property frontages. Councillors had considered the issue and had reached the conclusion that the expenditure to clear the debris could not be justified.

**10.3.6 Drain Cover in Mill Lane**

This was now in place.

**Other Issues:**

A parishioner had complained about damage to the church wall, but it was felt that this was the responsibility of the Church. The issue was noted but it was agreed that there was no liability on the part of the Parish Council and a letter confirming this would be sent to the PCC.

It was reported that there was water settling at the top of The Dingle. Balfour Beatty would be asked for their advice and, if appropriate, the work referred to the Lengthsman.

A new resident had contacted the Clerk to say that she felt there should be dog bins installed at the entry point of all dog walks. She felt it was unpleasant that dog owners should have to carry the dog bags for the duration of their walk, feeling that this was why many were thrown away in hedges etc.

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	<p>This was discussed but the Parish Council felt the issue of dog bins had been considered many times and there were many problems, not least of which was the expense, emptying them and the number that would be needed. It was also felt that even if numerous dog bins were provided irresponsible owners would still dispose of their bags inappropriately. There were quite a few dog owners at the meeting, none of whom expressed any concerns about carrying a bag for the duration of a walk; and one volunteered information about a container to hold the bags. A letter would be sent to the Parishioner concerned.</p> <p><b>11.0 Report on Footpaths</b></p> <p><b>11.1 Update on Footpath Maintenance</b></p> <p>Cllr Crane reported path WG30 was blocked and the Lengthsman had been tasked to clear it. The stile also needed to be replaced and this would be done once the path was clear. There were two field posts on WG5 which needed to be attended to and this would make the final piece of WG5 clear. Cllr Crane had spoken to the Hereford Walking Group who had given positive feedback about the public rights of way in the parish.</p> <p><b>11.2 Dog Fouling Signage</b></p> <p>This was still an issue. Many dog owners were responsible, but some remained selfish and inconsiderate. Cllr Crane urged residents to report any issues of dog fouling to the PC who would follow it up. Several hotspots had been identified where there were dog bags being left in inappropriate locations and Cllr Crane urged residents to contact him and he would erect signage.</p> <p><b>11.3 Update on Overgrown Hedges</b></p> <p>Cllr Crane reported that this had generally been a challenge. Most were now clear, and Cllr Crane thanked all residents who have responded to requests to cut back their hedges which bordered onto PROW.</p> <p><b>Other Issues</b></p> <p><b>Causeway</b> - behind Causeway Close a shed had been erected and some levelling done to raise the surface to accommodate it. There was concern regarding the effects on the flow of water as well as impeding the path should it be adopted as a PROW. Cllr Gowan would contact the River Lugg Drainage Board and ask for their comments.</p> <p><b>Post Meeting note:</b> Les Harrison of River Lugg Internal Drainage Board had visited the site and advised that whilst the owner should have sought permission for erection of the shed, it was more than likely it would have been granted and therefore from the aspect of having any effect on the performance of the brook, RLIDB had no objection to the shed remaining in situ. The resident would be contacted to this effect.</p> <p><b>Issues from the Public:</b></p> <p>Claypit Lane beyond The Row – a report of water run-off blocking the path. Cllr Crane would contact Phil Pankhurst.</p> <p>The most direct route from The Marsh to Adzor Bank went through a field with a high maize crop some walkers found intimidating. Cllr Crane said that the landowner had a responsibility to clear a 1 meter free path through their land but added there was a need to be pragmatic, with some crops requiring less work to clear this width of path than others.</p>	<p>JG</p> <p>SC</p>
<p><b>12.0</b></p>	<p><b>Community Hub</b></p> <p><b>12.1 Policy for Clearance of Ice and Snow</b></p> <p>This item was deferred until Cllr Campbell was present.</p> <p><b>12.2 Building Risk Assessment</b></p> <p>On the advice of the Clerk following attendance at an insurance seminar, Cllr Campbell had carried out an extensive risk assessment for the building. This item would be deferred until October when he would be present. All Councillors had been circulated with the document and were asked to consider this before the next meeting.</p>	

13.0	<p><b>12.3 Access Issues with Front Door and Parish Room Door Security</b> There had been a couple of instances where the Parish Room patio door had been found to be ajar. It was not known how this happened, but all Councillors had been made aware and asked to check when they were at the shop. The shop staff were also aware.</p> <p>There had been some comments made about the difficulty of opening the heavy glass doors both into the foyer and into the shop by the elderly and less able. Discussion on this would be deferred until Cllr Campbell was present.</p> <p><b>12.4 To Consider Proposals for Additional Gravel and Shrubs</b> DC Gardening had requested that the PC arrange for more gravel and possibly more shrubs, such as lavender, which will withstand drought. The Chair proposed that as winter was now approaching and with it the potential for the gravel to migrate in heavy rain and possibly snow clearance, that discussion and action on this was deferred until the Spring. This was agreed.</p> <p><b>12.5 To Consider any Other Updates</b> There was nothing further to add</p> <p><b>12.6 To Consider Any Other Expenditure</b> There was no other expenditure</p> <p><b>13.0 Community Led Planning Groups</b></p> <p><b>13.1 Update on Projects and Activities</b> Jen Jarrett, Chair of the CLP Group, gave an update on all the latest activities</p> <p><b>Ford Meadow</b> – a proposal had been submitted a proposal to the PC for a programme of works to maintain Ford Meadow. These proposals are minuted under item 7.6.1.</p> <p><b>IT Courses - Understanding Social Networking</b> - the courses set for August were postponed when problems with the WiFi at the Community Centre were identified. If this issue could be addressed the courses would be re-advertised for late October.</p> <p><b>Parish Information Pack (WellPIP)</b> - 25 copies had been distributed over the last 12 months, 5 in the last 3 weeks. Thanks go to Jan and Mike Lyke for their efforts.</p> <p><b>Litter Pick</b> – the next litter pick would take place in Spring 2019</p> <p><b>Xmas Tree Festival</b> – the CLP Group intend to design and decorate a tree for the festival on 8<sup>th</sup> and 9<sup>th</sup> December.</p> <p><b>13.2 Accessible Footpath Project (WellPATH)</b> The first meeting of the group had taken place and included a wide-ranging discussion of what was meant by accessible and what could be done to provide a circular accessible route around the Parish. Further meetings would take place and a feasibility study presented in outline to the Parish Council at the November meeting.</p> <p><b>13.3 Speeding in Mill Lane and The Row</b> - Dave Willis had attended a meeting called by West Mercia Police, along with 22 other speed watch groups. The police were very pleased with the success of the scheme. It was noted that there was still a need for 2 more volunteers to be identified to enable speed watch to be carried out in Mill Lane and The Row.</p> <p><b>13.4 Community Website (WellWEB)</b> The CLP group were continuing to develop the website thanks to Harry and his team. In the last 90 days the website had 626 page views and the group intend to increase this and the use of the Parish Council Facebook to advertise the work the volunteers undertake.</p> <p><b>13.5 Responses to Refresher Questionnaire</b> There were 15 responses from over 400 copies of the questionnaire that were sent out in the Parish Newsletter. This was a very small percentage, but the CLP Group and Parish Council will respond to the views and requests contained in these responses. Details will appear in the Welcome, Parish</p>	BP/ SC
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	<p>Newsletter and on the Community Website.</p> <p><b>13.6 To Consider any Expenditure</b> There was no further expenditure</p> <p><b>14.0 To Note the Information Sheet (September 2018) and any other updates</b> <b>Resolved:</b> The Information sheet was noted.</p> <p><b>Other Issues</b> <b>Draft Children’s and Young People's Plan Consultation</b> – this had been circulated to all Councillors and the Chair reported that she had responded to this on behalf of the Parish Council.</p> <p><b>Hope under Dinmore and Bodenham Neighbourhood Development Plan Habitats Regulations Assessment (HRA) Consultation</b> – this had been circulated to all Councillors but there were issues in some of the information contained in the document and it had proved impossible to formulate a response at that time.</p> <p><b>15.0 To Raise Items for the next Regular Meeting of the Parish Council (no discussion)</b> Donation to the British Legion for Poppy Appeal</p> <p><b>16.0 To Note Date and Time of the next Regular Meeting of the Parish Council</b> Thursday 4<sup>th</sup> October 2018 at 7.30pm in the Community Centre.</p> <p>The Meeting closed at 9.45 pm</p> <p>Signed ..... Date 4<sup>th</sup> October 2018 Chairman of Wellington Parish Council</p>	
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