

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at 7.30pm
on Thursday 24th June 2021 in the Community Centre

Item	Minutes	
	Present: Parish Cllrs: Mr S Crane (Chair), Mrs L Langford, Mr S Marron, Mr B Prince, Mr A Spittle Also in attendance: Mrs Jenni Gowan, Mrs Chris Bucknell (Parish Clerk) and 6 members of the public (including John Haywood representing the CLP Implementation Group). It was noted that all current Covid guidelines were being adhered to as per the WCA Special Covid Conditions and Covid Risk Assessment 1.0 To Accept Apologies for Absence – Cllr Pauline Crockett 2.0 To Receive Declarations of Interest – None 2.1 To Consider Written Requests for Dispensations There were no requests for dispensation 3.0 To Adopt the Minutes of the Annual Meeting of the Parish Council held on Thursday 13th May 2021 and to formally ratify any decisions made. Resolved: The Minutes were confirmed signed by the Chair. Resolved: It was formally agreed to ratify all decisions made at the meeting 4.0 To Receive Brief Reports from 4.1 Ward Cllr Pauline Crockett Cllr Crockett was not in attendance at the meeting but had sent an email saying that she was continuing to follow up on the drainage issues in Wellington. She had also enquired about Cllr Prince's request for Mill Lane to be resurfaced but the response was that it had not been identified as a high priority and the Village Road was a higher priority. Cllr Crockett encouraged local residents to get in touch with her if they had any concerns. Cllr Prince reiterated that Mill Lane was in a bad condition and getting worse, both to drive and walk along it was a safety risk. He stressed the point that the road, albeit a minor road, was a main tractor and bus route and this was not being taken into account when the work was prioritised. Another issue was the loose stones that were coming from the damaged surface and washing down into the drains, posing a risk of flooding. 5.0 Communication and Updates (not requiring Decision) 5.1 Parish Council Summit Cllr Crane and Jenni Gowan had attended the Summit which they found very useful, with the new Chief Executive, Paul Walker, talking about how he envisaged Herefordshire Council working going forward, particularly in terms of its working relationship with Parish Councils. Break out groups discussed successes and challenges faced by Parish Councils, with Cllr Crockett being very supportive of Wellington Parish Council and its activities. It was planned to continue to hold the summit quarterly and the Chief Executive was keen to point out that it was not just for the Chairman and Clerk, encouraging other members of the Parish Council to attend. The 2011 Parish Council Charter, which laid out how Herefordshire Council worked with Parish Councils, was being reviewed as the Chief Executive felt the situation was now considerably different to that in 2011, and setting up a Parish reference group was being considered to look into this. Jenni Gowan was keen to be involved and this was approved by the Parish Council with the	

Clerk also offering support where needed. Jenni Gowan would circulate more information to Councillors as it become available.

5.2 Update on Community Pub

David Wood, Pub Project Team Chairman, had provided the following update on the Community Pub which was read out at the meeting.

We now have an amazing team of 10 volunteers, all with professional skills, who are giving their time and knowledge pro bono. On behalf of the community, I would like to express my thanks for the hard work that everyone has put into the project.

We have achieved Community Benefit Society status and are now registered with the Financial Conduct Authority. This enables us to sell shares to the public. Getting a bank account has proved difficult, but we now have an account with Lloyds. We are still seeking an account with the Co-op Bank which is supposed to be better for community pubs.

We have had a Structural Survey undertaken by Andrew Baker, who gave his time and talents free to the community. We have also had a Valuation by a professional valuer recommended by the Plunkett Foundation, and are now in a position to make a bid for the pub, before the end of June, when the Asset of Community Value moratorium expires.

A design company (Inspire) and an architectural adviser, have proposed some very exciting options for improving the layout and facilities within the pub, including redesigned toilets, entrances and disabled access. Necessary repairs and improvements will add to the cost and will delay the opening, until spring 2022, but the result will be a quality pub that the community deserves.

We intend to have lots of publicity when we launch the share offer. Every household will receive a flyer, which will be followed up with a visit by a team member.

We have worked very hard on producing the necessary documentation under the guidance of Chris Buckham from Plunkett, and will be printing the Share Prospectuses, Share Application Forms and Business Plans in the near future. The work is currently being assessed for the Standard Mark – an assurance of quality (like the kite-mark) which should give investors confidence that they are dealing with a professional team.

The website will contain all the documentation that can be downloaded once they have all been approved. We hope to work with Phil Smith and put on an event over Fun Week but this idea is still in an embryonic stage.

5.3 Update on Play Area

Nigel Cooper, Play Area Project Team Chairman, had produced the following update on the Play Area which was read out at the meeting.

The play area is proceeding at a rather slow pace. Our twin objectives at present remain to gather the information required for the Planning Application, and the application to the Secretary of State.

This is as reported to the last meeting. Sport England, a statutory to the planning process, need letters of consent from the football club and some information and calculations about the School's requirements for the land.

The Secretary of State needs sight of a legal agreement between the County Council and the WCA which will achieve the minimum 25 year's security of tenure, that the planners require as one of their conditions to release the section 106 money.

I appreciate and am very grateful to our Ward Cllr Pauline Crockett for her encouragement and for helping get action from officers. I look forward to a meeting shortly with Karen Knight of Capital Investments to help allay her misgivings about playing field access.

We will get there eventually but it is a very long and tedious struggle which needs constant badgering of those in key roles.

6.0**Open Time - To Note Matters Raised by Local Residents Relevant to the Parish**

A resident (not at the meeting) had raised concern about heifers and a bull in a field behind the church where she walked her dog. It was noted, by Councillors and public, that the cattle in that field were unconcerned about those using the footpaths and did not pose any threat. It was felt that the issue was more about people not keeping their dogs on a lead and one incident had been reported where a dog had chased cattle. Cllr Crane said he frequently walked through the fields with his dog and had not experienced any issues and nothing had been mentioned by other dog walkers who used the path regularly. Cllr Crane had been asked to put up signs warning of the cattle, which he was not willing or able to do, and would not be progressing the complaint any further unless further information and evidence was provided.

Cllr Crane suggested something be added to the next newsletter or in the Welcome magazine. It was stressed that there was a right to walk over farmland but not a right to roam and walkers must keep to the paths and maintain control over their dogs.

Concern was raised about the state of the dwarf wall between Ravensholt and Peartree Cottage. Cllr Crane said he would look into this and report back.

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

Bank balances: Treasurer's Account £15,013.50 Business Instant Access £64,144.67.

Income since the May Meeting

- June payment from Wellington Shop - £700
- Wellington Shop contribution to insurance costs (75% - invoice 02/21) - £417.70
- June interest - £0.53
- Herefordshire Council – TALK Community Grant - £120

7.2 To Approve Invoices Paid Between Meetings

Payment	Expenditure	Amount
BACS	Came and Company Insurance with Hiscox	£1,278.56
BACS	Theo Ashton Cleaning of Parish Room, toilet and Foyer for May, including cleaning materials and Booking Diary for Parish Room	£56.80
BACS	D C Gardening SI 964 Maintenance and P3 work for month of May £525 +VAT	£630.00
BACS	Zoom subscription June £11.99 + VAT	£14.39
BACS	Julia Ashton - replacement key for toilet door	£7.00

Resolved: All Payments Noted and Approved

Clerk

7.3 To Agree Payments of Outstanding Invoices

Payment	Expenditure	Amount
BACS	Clerks net salary quarter 1	£1,171.20
BACS	HMRC PAYE related to Clerk's salary quarter 1	£292.80
BACS	Direct 365 – Feminine Hygiene Disposal Contract 2021/22 £145.72 + VAT	£174.86
BACS	Repayment to Clerk for 24 x second class stamps for NFM letter to landowners	£15.84
BACS	Herefordshire Fire Protection Services invoice 178715 Service of fire extinguishers at Community Hub £49.34 + VAT	£59.21
BACS	Barrett Corp Harrington invoice PSI0002153 Reinstatement Cost Assessment of Community Hub £500 + VAT	£600.00
BACS	Gift Voucher for Internal Auditor	£50.00

Resolved: All Payments Approved

Clerk

7.4 To Approve Annual Governance Statement

The decision made at the May meeting to approve this document was formally ratified at this meeting.

7.5 To Receive the Internal Auditors Report

The Internal Auditor's Report was read out at the meeting, and is summarised below

I thank the Parish Council for inviting me back to look over their accounts for the 11th time.

The accounts are marvellously transparent and easy to read. I can navigate and cross reference them without any difficulty and the sums are sectioned out clearly. As I have stated before it is most important that for Wellington Parish Council accounts, it is a case of substance in addition to style.

My role as internal auditor is to carry out a selective assessment of compliance with relevant procedures and controls:

- *appropriate accounting records being kept through the year*
- *an adequate budgetary process being in place*
- *salaries and allowances being paid in accordance with WPC approvals*
- *account reconciliations being properly carried out*

In this set of accounts the budget and the actuals differ considerably at some points. In previous, "normal" years I would be remarking on the close alignment of the projected and actual spend. However, it's been a very "un-normal" 12 months covered by these accounts, in the wake of the February flooding and of course COVID-19 pandemic. Thus grant funding, insurance claims and concurrent spending to make good and protect parts of the village (eg drainage work) have been higher than projected.

My conclusion is that the Wellington Parish Council accounts 2020-21 are readily approved by this internal auditor, and I thank the Councillors and Clerk for their diligence on financial matters throughout the year.

Gill Bullock, Internal Auditor

7.6 To Approve the Annual Accounting Statement 2020/21

This was circulated to all Councillors in advance of the meeting.

Resolved: To approve the Annual Accounting Statement to be forwarded to the External Auditor.

7.7 To Agree Position regarding Request for Donation for Community Pub

At the May meeting the Community Pub Group asked the Parish Council for a one-off grant of £5,000 to help cover pump priming development costs and this decision was deferred until the June meeting. The issue of Section 137 expenditure was raised at the May meeting and the following Act had been identified by the Clerk

The Local Government (Miscellaneous Provisions) Act 1976 s.19 allows for the provision of such facilities as the authority considers it appropriate to provide including, facilities by way of parking spaces and places at which food, drink and tobacco may be bought from the authority or another person.

The Chair noted that the Parish Council needed to make a decision about whether it was willing to support the Community Pub project with a donation or not. Cllr Marron said that while he fully supported what the Community Group were doing, he did not support the Parish Council making a donation towards this as the Council should not give preferential support to any individual commercial project without exceptional reasons. The Community Hub and shop provided a vital service so warranted the support it got, but Cllr Marron did not think that applied to the Pub. It would not be fair on other businesses or other parishioners for the PC to give preference and funding to this project without a prior clear remit from parishioners, which the Council did not have. The Pub would benefit only a minority of parishioners and could potentially be in competition with the Social Club and Wellington Stores.

Cllr Langford agreed with this and added that the £5,000 being asked for was a quarter of the total

Clerk

precept and if granted would inevitably lead to a reduction in the routine work that the Parish Council could do. The Chair asked Cllrs Prince and Spittle for their opinion, and they too supported the view that the Parish Council should not make a donation.

It was therefore agreed that the Parish Council would not make a donation to the Community Pub and Cllr Crane would communicate this to David Wood.

7.8 Update on Renewal of Insurance Policy and Building Valuation

The Clerk reported that Pen/AXA who had previously provided the Parish Council insurance cover had broken the long-term agreement due to the flood claim that had been made in 2020 and had raised the renewal premium to £1,914.47 against the previous year's premium of £1,147.13. Came and Company came up with an alternative provider, Hiscox, who quoted £1,278.56, which has been accepted. It was noted that the previous policy had a £10,000 flooding excess on the policy whereas the new policy does not offer flood cover in any form. Excess on other claims has not altered.

The building valuation had been carried out by Barrett Corp & Harrington Ltd who was recommended by the insurance broker. The final valuation figure was £375,000 plus VAT = £450,000. This would be communicated to Came and Company with a comment regarding the potential reclaim of the VAT.

8.0

To Consider Planning Matters

8.1 To Note Planning Applications Commented on Between Meetings

Reference Number	Application
212162	1 Dernside Close – remove Cypress Tree.

The above tree works application was passed to Shirley Edgar, Tree Warden who had no issues with the proposals.

8.2 To Consider New Planning Applications

Reference Number	Application
201326	Land at Kingcup Cottage – Appeal against refusal of planning permission.

It was noted that any previous comments would be automatically passed over to the Appeal Panel and that residents or the Parish Council only needed to comment if there was an update to the views already put forward.

Cllr Spittle confirmed that there had been no substantial approaches from local residents.

Resolved: Not to comment further on the application

8.3 To Note Any Decisions/Notifications Received

Reference Number	Application	Decision
212162	1 Dernside Close – remove Cypress Tree.	Awaiting Decision
211574	Tenuku House, Wellington – reduce crown of silver birch	Approved
210578	Unit 14, Haywood Industrial Complex. Removals of existing roof structure. Proposed first floor extension to offices and roof over existing footprint.	Awaiting Decision
194229	Bathfield, Hope under Dinmore HR6 0PX – Replacement Dwelling	Awaiting Decision

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192810	Land at Yew Trees, The Row, Wellington – Dwelling with detached garage and vehicle access. Re - Consultation	Awaiting Decision
182878	Land Adjacent to Graveyard, Wellington – proposed erection of 15 dwellings	Awaiting Decision
210381	Chiropodist Surgery, Marsh House Farm, Wellington. Retrospective change of use of surgery and office to holiday let.	Awaiting Decision

8.4 To Consider any Other Planning Issues

Update on NDP Implications for Mill Lane Site

As requested at the May Parish Council meeting Jenni Gowan had approached the Neighbourhood Development Plan Team at Herefordshire Council to ascertain the position concerning the Mill Lane site following the February 2020 flood event and whether its inclusion in the NDP could be reconsidered if the Parish Council felt appropriate.

The response was that to remove the site from the current NDP would require a major review of the NDP and a major review would mean going through the process of regulations 14 and 16, examination and referendum, effectively developing a new NDP which would take considerable time and resources. The Parish Council had previously been advised that no new NDP would be able to meet the Habitat Regulation Assessments due to the issues with the River Lugg and it was not appropriate to consider starting a new NDP at this time.

It was noted that if and when a formal planning application for the Mill Lane site was received, it would be considered on its merits and planning balance. As Mill Lane was a specific site allocation, its inclusion in the NDP still had weight in its favour but Jenni Gowan added that if there was a significant technical reason why the development was not acceptable, it would override the principle of development on the site. She felt the current phosphate issue would constitute a sufficient technical reason as things now stood.

Any new NDP prepared in the short term would have to be reviewed again against the Local Plan to 2041 which is currently underway with no sign of any completion date and as yet the spatial strategy and proportional growth requirements for Herefordshire villages was unknown, which could be seen as another reason for not going ahead.

At the May Parish Council meeting Mike Lyke had indicated that he did not feel that flooding should be used as a reason to take the site out, as any new development would have to include Sustainable Urban Drainage (SuDs). Jenni Gowan had looked further into this issue to ascertain the extent of information that informed the SuDs calculations, asking whether those calculations were relative to only the curtilage of the site or whether it took the surrounding topography into account, and this was the result of her investigations:

- Planning applications need to demonstrate no adverse impact to others.
- SuDS are designed and implemented on the basis of the rainfall that may fall within the development boundary. They do not need to take account of rainfall that would land elsewhere. The best form of SuDS is soakaways. If these are used, then generally less water ends up leaving the site during a storm

Jenni Gowan therefore concluded that if and when an application came in for the site, if the Parish Council was so minded, run-off from the surrounding topography could be flagged as an issue. Jenni Gowan stressed that her work on this was to facilitate the Parish Council make an informed decision and that she was not part of the formal decision making process.

To Receive an Update on Section 106 Funding

No clear response had yet been received about how the allocation of Section 106 funding would work in respect of the Play Area and whether it could be used to put a private speed indicator device on the A49. This would be referred back to Cllr Crockett.

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9.0

Parish Council Flood Resilience Activities and Environmental Concerns

Jenni Gowan gave her report, stressing that the Parish Council's aim was to work closely with the various stakeholders to try to make Wellington more flood resilient, in addition to the steps that homeowners needed to take for themselves.

River Lugg Internal Drainage Board – A meeting had been arranged between Herefordshire Council, Balfour Beatty, the Environment Agency, the new RLIDB Engineer and RLIDB Chairman on 2nd July which Jenni Gowan and Cllr Crane hoped to attend. A full report would be given at the September meeting.

Natural Flood Management Team - This includes the Environment Agency and Herefordshire Wildlife Trust. With their help, the Parish Council wrote to 25 agricultural landowners in the catchment of the brook during May, explaining how badly Wellington was affected by Storm Dennis, giving them information on the work the NFM team was doing and sources of grant funding and asking for their help should they be approached to adopt NFM methods. To date there has been no response as to whether this letter had generated any feedback from landowners.

A site meeting to discuss a wetland project upstream had taken place and a plan was being put in place for a potential late summer start. The landowner concerned was unknown, but the aim was to help slow the flow of water reaching the brook as it came through the village.

Jenni Gowan reported that there had been a strong signal given at the Parish Council Summit that funding for flood resilience groups was being investigated. Jenni Gowan had contacted the appropriate person in the Environment Agency in order to ascertain exactly what action a Wellington group can and cannot undertake, in order to produce a full brief for potential volunteers.

At the Parish Summit it was also announced that there would be additional drainage grant funding in 2021 and there was the possibility of reinstatement of some match funding Lengthsman work. No further details were known at this stage.

Turning now to BBLP and Herefordshire Council, Jenni Gowan expressed disappointment that there had been no feedback from Councillor Harrington following the April meeting and that would be left with Cllr Crockett.

The Drainage Report provided by D C Gardening in 2020 had now been considered by Herefordshire Council and Balfour Beatty and an initial response had been received, although more information was required. The response highlighted the issue at Vinery Corner which had been allocated a reference number and a prioritisation score, and this would be followed up.

A draft Section 19 report had been received, erroneously noting that 36 properties had been flooded when it was known that almost 50 had suffered some water damage along with 10 at the Marsh which had also not been mentioned. Again, this would be followed up.

The flash road flooding which occurred two weeks or so back had been reported to Balfour Beatty and Cllr Prince arranged for Phil Pankhurst, BBLP Locality Steward, to investigate some of the issues and jet drains as required in the intermediate aftermath. Cllr Prince had since had feedback that the drain at the bottom of Auberrow Road was running slowly and being investigated. Balfour Beatty also reported that, prior to the flash flood, eight gullies (which had previously been cleared through the Drainage Grant work) were needing attention and had been cleared, something that the Parish Council and residents were unaware of. This was being referred back to Balfour Beatty for further investigation as it meant that these gulleys had blocked again within 6 months of being cleared which indicated an issue which needed attention.

Jenni Gowan had also spoken with the National Flood Management Team about the runoff from the hillside, particularly the potato field above Wooten Cottages. The Environment Agency and the land and water team visited the site and now have that field, and the one adjacent to the drive to Scotland, on their radar for further inspection.

Jenni Gowan finished by saying the installation of a flood marker at The Mill remains for action by

PC

	the Parish Council as does the land at the rear of Brookside where the Parish Council have sought advice, and this would be passed to Connexus if the housing association is required to do the work. Cllr Crane thanked Jenni Gowan for her report and her work in supporting this particularly important issue.	SC
10.0	To Consider Highways Issues 10.1 A49 Issues Cllr Spittle reported that the gullies on both sides of the A49 had been cleared out and jetted and these now appeared to be working effectively. 10.1.1 Signage at Wellington Marsh Cllr Spittle reported that there was a site visit planned with a potential contractor who had been asked to quote for signage, including an ANPR system, although it was acknowledged that this would be purely as a deterrent and was not enforceable. Cllr Crane had produced a draft agreement between the Parish Council and the Landowner for comment. Cllr Spittle felt this would be sufficient and would serve to protect the site if the owner of the land changed in the future. The device would be covered by the Parish Council insurance. Cllr Spittle would continue to take the project forward and report back to the Parish Council. 10.2 To Receive any other Highway Issues There had been reports of fly tipping on the north road close to Holland House, which was thought may contain asbestos. The Clerk had forwarded the issue to Phil Pankhurst and the Balfour Beatty emergency team had been and put cones on the site pending the removal of the debris. Cllr Prince had spoken to Phil Pankhurst regarding flooding and the drainage of the field on the hill. Phil had confirmed that the landowner can only plough in one direction which meant that water coming off the field would flow down the lane in one direction. Phil Pankhurst had indicated that here was an issue with the drains in the village and water flow was not as quick and effective as it could be and this would be looked into. 10.2.1 Identification of work to be carried out and any other updates Cllr Prince reported a problem with the trees on the land belonging to Connexus with trees leaning over and branches overhanging Mill Lane. The Clerk was asked to report this to Connexus.	AS
11.0	Report on Footpaths 11.1 Update on Footpath Maintenance Dernside Close – Cllr Crane said that following reports at previous meetings it had proved impossible to resolve the issue of moving the fence at Dernside Close, with the contractors not responding to Cllr Crane’s request to return the fence to its correct line. The residents had spoken to Phil Pankhurst, who supported the request to return the fence to the correct line, but they still refused and Cllr Crane felt it to be very difficult, if not impossible, to enforce the repositioning of the fence. Cllr Crane said he had been told by the homeowner that the contractor said there was no issue, which was not true, and Phil Pankhurst had instructed the homeowner to check their deeds to establish the correct line for the fence. There had been no attempt to reinstate the area to the side of the path, which the contractor had also left in a mess, and it was likely that the Parish Council would need to pay for this work to be done, although it will continue to be followed up with the landowner. Motor Bikes – Many residents had reported that a motor bike had been racing around the village, both on the roads and on footpaths. With the help of parishioners, Cllr Crane was able to pass information and pictures to the police, and the latest update was that the police had identified the individual and were taking action against them. Stiles - A number of stiles had become loose due to the dry weather. These had been reported to landowners and Cllr Crane was checking all the stiles to ensure they were safe. Hedges – Cllr Crane was currently monitoring 5 separate footpaths that were becoming difficult to	Clerk

12.0	use due to overgrown hedges. Two homeowners had been written to and one had already completed the work. Cllr Crane had spoken to a third and was awaiting completion of the work. One path required strimming which Cllr Crane had carried out. The final path involved an absent landowner, who could not be contacted and Phil Pankhurst would be having the path strimmed in due course. An issue with WG23, the path to the railway line, had been reported to Cllr Crane and he would investigate this further over the weekend. Dogs Worrying Animals - Cllr Crane had received a complaint from Janice Rees concerning dogs chasing her horses, on one occasion when the horse was being ridden. Fortunately, the rider was able to control the horse but clearly this was not acceptable. Cllr Crane understands that the dog owner has been identified and appropriate action taken. Cllr Crane reported that in recent months there had been a significant increase in walkers and dogs in the village and, unfortunately, this had brought increased dog fouling and little respect for the footpaths and farmland. The Parish Council welcomed people using the paths correctly and with respect but anyone found to be causing problems would be reported to the appropriate authority. Auberrow Road - Following both emails and phone conversations, the Parish Council had been unable to convince the home owner on Auberrow Road to remove the stones from outside their house. They refused to do this, saying they had solved a significant parking problem that the residents of Auberrow Road were very grateful for. Despite many attempts, Cllr Crane had found no evidence of a parking problem, or anybody who supported this claim, and the Parish Council had made it clear that if the stones remained then the homeowner would become responsible and liable for the verge and any damage the stones may cause, including the maintenance of the ditch and grass cutting. Cllr Crane said the stones were regularly falling over and he was becoming increasingly concerned about the hazard. The homeowner in question had confirmed to the Clerk that he takes full responsibility for any liability that may arise from the stones which he placed outside his house without permission. Cllr Prince asked if there was any update on the land opposite Ognal Cottage. The first stretch of ground, between the 2 gates, had been mowed a couple of weeks back but there was still the second stretch up to the field that had not been done. Cllr Crane confirmed that this was in hand. Community Led Planning Group Jen Jarrett (Chair of the CLP Implementation Group) was not in attendance at the meeting and the report was given by John Hayward. 12.1 Update on Projects and Activities Safeguarding Policy – It was noted that the Talk Community Group was a virtual hub and as such had no direct interaction with vulnerable adults or young people, and it was now understood that a policy may not be necessary. Discussions were still ongoing and would be discussed again at the September meeting. WellLINK Talk Community – The first face-to-face meeting was planned for July and the group were continuing to put out information via notices and the website. In addition, information was being posted on the newly established Village Group Facebook page. In June information had been distributed for National Carers Week, Dementia Week, and the new COVID restrictions. The group wished to thank all the volunteers for their support. Notice Board - The new notice board was now in place at the end of the village where the phone box used to be. Thanks were given to Val and Ron Eversham for the use of their garden and to Chris Hall and Gary Davies for making and installing it. This was paid for from a Talk Community Grant (see item 12.2) WellPATH – There had been no response from Richard Timothy of Highways England following the proposal to consider extending the footpath along the A49 from the entrance to the Garden Centre	SC
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northwards to the lane leading to North Road. This would be followed up.

WellWATCH - Local Wildlife Sightings - This GroupApp continues to go from strength to strength with more people joining, moving on from just reporting birds, trees and plants to fungi, moths and butterflies.

WellPIP - No information packs had been distributed since the last report but as a point of interest it was noted that 80 packs had been distributed since they were available at the beginning of 2018.

Speedwatch - Jennifer Jarrett had made contact with the West Mercia Community Speedwatch Co-ordinator who advised that because there had been a bit of time since the last activity and most of the original group of volunteers had moved on it would be advisable to start the project again. The group would be looking for at least 6 volunteers to form the speed watch group.

12.2 To Consider any Expenditure

Payment	Expenditure	Amount
BACS	Jen Jarrett – laminator and pouches	£23.81
BACS	Chris Hall – materials for new noticeboard	£84.00

Both the above items of expenditure were covered by the Talk Community Grant

13.0

Community Hub

13.1 To Consider 3-year Review of Shop Rent

The current lease required that the shop rent be reviewed at the 3-year stage, this was now due given that the lease had been assigned to Julia Ashton from Carrot and Wine. The current rent was £700 per month. The Clerk reported that the total Public Works Loan Payment was £13,093.50 and of this £8,400 was covered by the rent. It was felt important to take into account the amount of benefit Julia had brought to the village, the increased quality and range of items offered in the shop and the professional service she offered, particularly through the recent lockdown when she provided home deliveries and other support for residents. She had also taken on the booking process for the Parish Room.

Resolved: Not to increase the rent which would remain at £700 per month

13.2 To Consider Quotations for Drainage Work

Cllr Spittle had proved 2 quotations to excavate the dropped pipework and to reinstall the non-return valve the correct way round.

Wye Water Services - £650.00 + VAT

John's Water Services Ltd - £1,180 + VAT

The Clerk queried whether the quotes were like-for-like considering the discrepancy in the amounts being quotes. Cllr Spittle confirmed that they were.

Resolved: To accept the quotation from Wye Water Services.

13.3 To Confirm Arrangements for Access to Building and Parish Room

Cllr Crane, Jenni Gowan and the Clerk had looked into the various keys that were being held by Councillors and in the shop and Parish Room.

Many of the keys in the key box belonged to the shop - the back door, the storeroom and the plant room. These had now been returned to Julia so the Parish Council held no keys pertaining to the part of the premises that Julia rented.

A labelled key to the CCTV cupboard, was now in the key box which also contained the CCTV code (as is indicated on the lid of the box). Most of the keys in the box, with the exception of spares to the Parish Room, were notice board keys and keys for the school cupboard. The box was currently inside the filing cabinet which needs a padlock code to open it. Cllr Langford and the Clerk had this code.

The key to the key box together with a spare key to the front door and Parish Room was now held by Cllr Crane. Cllr Langford would pass over a fob for the alarm to Cllr Crane. Cllr Crane would liaise

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	with other Councillors regarding access to the key box if required. Cllr Prince said he was not willing to hold keys but would show Cllr Spittle how to use the CCTV in order that this could be monitored by either of them as appropriate. The key to the CCTV cupboard would currently need to be accessed via Cllr Crane. 13.4 Update on Building Management and Other Issues Following the May meeting Cllr Crane had been contacted by Hannah and Russel Appleton who had offered to assist the Parish Council with the management of the Community Hub by putting together a fixed servicing schedule for the building, identifying the associated costs for ongoing maintenance so that this could be built into the budget. The Parish Council were very grateful for this offer of help from Russell who was a professional Facilities Manager, and it was felt this would allow the building to be managed in a much more effective and responsive manner than was currently the case. 13.5 Update on Solar Panels Cllr Langford reported that Caplor Energy had been in touch with her regarding details of a new grant and this had been passed to Julia Ashton. 13.6 To Consider any Other Issues or Expenditure It was agreed that Cllr Marron would look through the insurance policy and lease agreement to ensure compliance with the provisions and conditions . 14.0 To Note the Information Sheet (June 2021) and any other updates Resolved: The Information sheet was noted. 15.0 To Raise Items for next Regular Meeting of the Parish Council (no discussion) Annual Parish Meeting, First Homes and Affordable Housing 16.0 To Note Date and Time of the next Regular Meeting of the Parish Council Thursday 2nd September 2021 at 7.30pm in the Community Centre. The Meeting closed at 21.40  Signed 2nd September 2021 Chairman of Wellington Parish Council	BP/ AS SM
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