

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at 7.30pm
on Thursday 7th April 2022 in the Community Centre

Item	Minutes	
	Present: Parish Cllrs: Mr S Crane (Chair), Mrs L Langford (Vice Chair), Mr S Marron, Ms K Parker, Mr B Prince and Mr A Spittle. Also in attendance: Ward Cllr Pauline Crockett, Jules Shaddick (Brook Officer), Mrs Chris Bucknell (Parish Clerk) and 12 members of the public – including Jen Jarrett (CLP Implementation Group) and Nigel Cooper (Play Area Project) 1.0 To Accept Apologies for Absence – None 2.0 To Receive Declarations of Interest There were no declarations of interest 2.1 To Consider Written Requests for Dispensations There were no requests for dispensation At this point in the meeting Cllr Stephen Crane paid tribute to Mike Lyke who had passed away the previous weekend. Mike and Jan Lyke had both been very involved in the community with Mike being one of the founders of the team that put together the Community Led Plan and, following that, he continued as a member of the CLP Implementation Team picking up the accessible footpath project, website admin and, with Jan Lyke, the Parish Map and Parish Information Pack. He had also worked with Jenni Gowan on the Neighbourhood Development Plan and latterly with Cllr Crane on the drainage sump at The Dingle which he planned, designed, and directed. Cllr Crane said that Mike Lyke was a great supporter of the Parish Council and willingly gave his time and expertise to projects that had benefited the community. He will be greatly missed, and thoughts are with Jan and his family. The Clerk asked for an agreement in principle to make a donation in Mike's memory to whatever charities were identified by his family and this was agreed. 3.0 To Adopt the Minutes of the Regular Meeting of the Parish Council held on Thursday 3rd March 2022 Resolved: The Minutes were confirmed and signed by the Chair. 4.0 To Receive Brief Reports from 4.1 Ward Cllr Pauline Crockett Ward Cllr Crockett highlighted the Local Plan Policy Options Consultation on Herefordshire Council website which was going to run for 6 weeks from Monday 4th April until 16th May 2022. The consultation would set out a summary of the context around each of the policy areas and included a range of possible approaches that the new local plan could include. The Parish Council and residents were encouraged to respond to the consultation. Cllr Crockett gave an update on the Planning Application at Derndale and the A49 issues at Dinmore Hill. This has been minuted under agenda item 8.3 and 9.1.2. On Sunday 10th April there would be a Viking Day event at the Hereford Rowing Club to launch the Bring Back the Hoard project. These events would also be held around the county in following months.	

Cllr Crockett stressed that Covid was still prevalent with 1 in 14 people in Herefordshire having the infection and there was therefore a need for everyone to continue to be thoughtful in their actions.

Cllr Langford asked about the cost of the planters on the City Link Road. Cllr Crockett said she had been looking into this, the work had been tendered for and the company used provided the best quotation. She noted that Herefordshire Council was matching funding the cost with the support of a grant. Cllr Prince asked if Herefordshire Council issued a list of what tenders were currently being sought and Cllr Crockett said that they were all on the Herefordshire Council website. The Clerk would forward the link.

Cllr Prince queried the position regarding the Herefordshire Treasures when Herefordshire and Worcestershire Councils split in 1998. It was not known if they were returned, and Cllr Crockett said she would contact Cllr Gemma Davies for information.

Cllr Marron asked about the Transport Hub and the news that the dimensions in the current plan were not suitable. Cllr Crockett said that David Ubaka had produced a new Transport Hub Plan, and this would be published in the next couple of months. Cllr Harrington may also have information and Cllr Crockett would look into it.

A member of the public asked about the lights on the new development on the A49 approaching the Roman Road roundabout, saying that the left-hand light was obscured by directional signage and when coming south only one light was visible. Cllr Crockett said she would feed that back.

5.0 Communication and Updates (not requiring Decision)

5.1 Update on Queen's Platinum Jubilee Fun Week

Jen Jarrett read out the following update on behalf of Phil Smith, the Fun Week organiser.

- The schedule of events is now printed and available in hard copy
- The Jubilee Medals for winners and children participating has been sponsored at a cost of £273
- Sponsorship of £200 has been offered towards an event of our own choosing
- It is hoped that the fun week draw will fill up any gaps in expenditure and there have been several excellent prizes donated for this.
- Shirley Edgar and the team have planted 400 saplings around the village and the commemorative symbolic tree will be unveiled on June 3rd at Millway
- Sponsored prizes for the Duck Race include two tickets to see Ed Sheeran's concert at Wembley Stadium
- Tea and Cake event will be on Saturday 9th April at 2.30pm
- Dog Show is coming together well.
- Pram race rules are in the Welcome Magazine
- Picnic planning just about complete
- Photo competition rules are out, the topic is Nature in Wellington
- The Scarecrows are coming

5.2 Report on Community Pub

David Wood was unable to attend the meeting, but the following report was read out

The pub has been sold to a company called Choicecircle, based in Rugby. The Companies House registration of this business shows its nature to be:

- development of building projects
- renting and operating of Housing association real estate

We have asked Mr Evans, the Company Director, about his plans for the pub. He has replied that he is developing ideas with the very detailed advice from the Planning Officer, and he will be working closely with his tenant to provide a good honest local pub. He has not indicated any details of work he intends to do to upgrade the pub or timescales for installing his tenant and opening the pub.

We believe that his intention is to get planning permission to build houses on the garden and car park of the pub. This type of activity is straight from the developers' playbook - buy up a pub at a

cheap price, obtain planning permission to build houses on the garden and car park, make the pub non-viable, seek a change of use from the planning authority and demolish the pub and then obtain planning permission for more houses. This will make even more money for the developer and deprive the village of its only pub. To do this he will need to apply for planning permission. He says he has already contacted the planning officer, and we will therefore be keeping a close watch on Herefordshire Council's planning application website.

We are therefore retaining our Community Benefit Society status and our membership of the Plunkett Foundation, and we intend to resist any attempt to destroy our only pub in the village. We welcome your continued support.

We have always said that, if we were unsuccessful in buying the pub, we would return share investors' monies and are in the process of doing this for the 300 investors. We are also asking that investors will again support the community purchase of the pub if circumstances change and it comes on the market in future.

If you have any questions about this news, please contact us on info@wellingtonpub.org.

5.3 Update on Play Area

Nigel Cooper reported that plan 22 had now been superseded by Plan 23, which was projected at the meeting.

The revised plan was 612 sq metres against the previous 640 sq metres but it was felt that, if necessary, this could be accommodated. The plan showed a revision to the football pitch which Will Perkins, who runs Wellington Football Club, had confirmed was acceptable and it was felt that there was no reason to compromise the project to get a football pitch that no one wanted or needed.

Nigel Cooper said that Building Bulletin 103: Area Guidelines for Mainstream Schools was not mandatory and needed to be applied flexibly and adjusted to the specific circumstances. However, Herefordshire Council were saying they must be followed and did not accept they were guidance only. Ward Cllr Pauline Crockett was following this up with the Matt Pearce, the new Director of Public Health and Nigel Cooper had been in touch with Karen Knight, Cabinet Member for Children and Families, stressing that the community is owed a duty of care by Herefordshire Council who own the land in question.

Cllr Crockett said she recognised all the work that had been put in by Nigel Cooper and others in support of this project and she would follow it up and report back.

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

A resident asked Cllr Langford to give an update on the outstanding amount on the two PWLB loans. Cllr Langford said that at the year-end there was £124,230.75. Cllr Langford said that the Parish Council had to take into consideration that the interest rates were still below what they were when the loan was taken out and to pay part or all of it off would incur an additional cost to cover the difference.

A resident noted the regularity of traffic management lights that had been erected outside the shop by the Water Company.

7.0 Financial Matters

Bank balances: Treasurer's Account £8,046.16 Business Instant Access £64,144.67.
End of year 2021/22 balance: £7,346.16

Income since the March Meeting

April Shop Rent - £700 March Interest - £0.49

The Talk Community Hub Grant Payment of £1,750 was expected in the next week or so.

7.2 To Approve Invoices Paid Since March Meeting

Expenditure	Amount
Reimbursement to Jules Shaddick for Brook Waders	£42.49
Payment to Clerk for 2 x 50 second class stamps	£66.00
Clerks Expenses Qtr 4	£25.02
Reimbursement to Jen Jarrett. Signage for Private Road	£32.40
Reimbursement to Cllr Crane for Footpath Stone £41.45 + VAT	£49.74
Display Boards for CLP Group £202.00 + VAT (to be paid out of Seed funding grant)	£242.40
Clerks Net Salary Qtr 4	£1,178.40
HMRC PAYE related to Clerks Salary Qtr 4 and back pay	£313.80

Resolved: Payment Noted and Approved

7.3 To Agree Payments of Outstanding Invoices

Payment	Expenditure	Amount
BACS	WCA invoice APR11 for Community Hall Booking for February and March	£30.00
BACS	D C Gardening invoice SI-1209. Grounds Maintenance for March 2022 £260 + VAT	£312.00
BACS	Net Back pay for Clerk 2021/22 (HMRC contribution paid in 2021/22)	£77.40
BACS	Theo Ashton invoice dated 04/04/22. Cleaning and Parish Room bookings for March 2022	£50.00
BACS	Zoom subscription for April	£14.39

Resolved: Payment Noted and Approved

7.4 To Consider Appointment of Internal Auditor

Resolved: To Appoint Gill Bullock as Internal Auditor for 2021/22 accounts

The Clerk noted that the deadline for submission of the accounts to the External Auditor was 1st August 2022 so they would need to be completed by and approved at the July PC meeting.

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

Cllr Marron said while comments from residents were welcome at the meeting, they were encouraged to submit them onto the website as the number of representations greatly influenced the decision made by the Planning Officers.

Reference Number	Application
220652	St Margaret's Church, Wellington – proposed change of use from agricultural land to burial ground.

The land in question was gifted to the church several years ago by David Williams, who used to farm Church Farm, specifically for use as a burial ground. It is an area of land approximately equal in area to the existing burial ground and is surrounded by a hedge which was planted to delineate the area from the surrounding field. The land has lain dormant since its donation. The existing burial ground has only a few vacant plots remaining and this additional area, still classed as agricultural land, now needs to be developed.

Approved Comment: The Parish Council approves of the application and wishes to express its appreciation to the family of David Williams who gave the land to the Church for this purpose.

Clerk

Clerk

Clerk

Reference Number	Application
220809	Zone C, Moreton Business Park, Moreton-On-Lugg – Application for approval of reserved matters (appearance, landscaping, layout and scale) of a building for B8 use following outline approval 164009 Application for variation of a conditions 5, 22, 24 and 33, and removal of condition 13 of planning permission 123075 (Site for B1(c) light industrial, B2 general industry and B8 storage and distribution uses, together with motor vehicle showroom, ancillary nursery, access and associated works including demolition of redundant buildings)

Agreed Comment: The Parish Council approves of the application with conditions. Because the height and scale of the buildings mean that screening by vegetation will require a very long time period, the timing and implementation of the soft landscape and screening plan should be agreed and the area adjacent to the A49 be implemented before commencement of construction. The Parish Council is also not clear on whether the moratorium on development within the River Lugg and River Wye SAC applies to this development and this needs clarification.

Clerk

Reference Number	Application
220893	16 Watermill, Wellington – proposed removal of an existing conservatory and construction of a single storey extension.

The resident of no 15 was present and, although the Parish Council commented on the proximity of the extension to the adjoining property, the resident did not feel that she had an issue with this.

Clerk

Agreed Comment: The Parish Council does not object to the change from a conservatory to a larger room but does object to the proximity of the resulting extension to the northern boundary and the neighbouring property. The additional hard surface of the greater area of the extension should be offset with a drainage scheme to ensure that there is no additional water movement into the Brook or onto Watermill.

Reference Number	Application
220923	The Cottage, Bridge Houses, Wellington – installation of demountable flood barrier to front and rear doors.

Agreed Comment: The Parish Council supports the application but as with other flood alleviation proposals suggests that the applicant ensures co-ordination with neighbouring properties if this is possible.

Reference Number	Application
220769	Land East of the A49 sought of Hayward Lane, Wellington. Proposed construction of mineral processing plant and restoration of the site to wetlands habitat.

Cllr Sean Marron had produced a very detailed summary of the application which was presented at the meeting together with maps and schematic drawings.

The main concern was the number of inaccuracies and inconsistencies in the application and the Parish Council was concerned that it has been unable to identify the applicant, who was stated on the Herefordshire Council website as *Herefordshire Quarries Limited Lugg Bridge Quarry Lugg Bridge Hereford HR1 3LZ* but Companies House did not have a listing of a company under that name, nor of any company of any name registered at that address.

It had been suggested by a resident that a financial contribution towards a Parish Project (for example a ring-fenced flood alleviation fund) could be requested as part of the approval. Cllr Crane did not feel this was appropriate at this stage, but it was noted that in some cases it was possible to request Section 106 funding as part of a comment submission and this would be kept in mind.

Some residents also felt that a public consultation on such an important application should be carried out. Cllr Crane said that whilst the Parish Council would be supportive of further consultation, the issue was to agree a response to the planning application as it currently stood and it was necessary to keep the points raised relevant to the application at this stage.

There was a consensus that in principle the Parish Council objected strongly to the application, but it was felt that a full comment could not be made until the inaccuracies and inconsistencies identified had been clarified. The Parish Council did not want to be put in a position where it did not submit a response and it was agreed the Cllr Marron would compile an initial response for circulation and agreement.

SM/
Clerk

8.2 To Note Any Decisions/Notifications Received

Reference Number	Application	Decision
220320	Ashley House, Wellington. Fell two Sycamore trees in poor health on side of Wellington brook. Fell one Ash tree due to limbs breaking at crown	Approved
220513	Crossfield, Bridge Lane, Wellington. Removal of a group of overgrown conifer trees. The trees are all cypresses, including Leylandii and/or Lawson cypress. Pruning of isolated Walnut tree in order to improve its structure: Removal of extra trunks of walnut tree down to near ground level to leave behind the best, most erect single trunk. Removal of leaning/laterally growing branches from members of hedgerow on northern boundary of property, in order to tidy up the hedgerow and erect a fence adjacent to the hedge. Dead trees will also be removed, which is a permitted activity.	Awaiting Decision
220251	Norton House, Wellington – tree works.	Approved
214647/48	Bridge Lane Farm, Bridge Lane, Wellington - Proposed demolition of dilapidated outbuilding and replacement with oak framed garage.	Refused
212998/9	1 Bridge Cottages, Bridge Lane – proposed reconstruction of exiting driveway with flood defences	Awaiting Decision
213743	Oak Tree Farm, Dinmore – proposed re-profiling to create wetland habitat	Awaiting Decision
213646	Wellington House – proposed single storey annexe to replace garage	Awaiting Decision
213851 and 52	Buildings at Wellington Court – change of use of agricultural and stable buildings and land to a use falling within Class C3 (dwelling houses) – planning permission and listed building consent	Awaiting Decision

	Reference Number	Application	Decision	LL Clerk
	214349	Derndale, Wellington - Proposed construction of 3 attenuation ponds with the primary purpose of these ponds is to attenuate water from agricultural land and the Wellington Brook during peak flows.	Awaiting Decision	
	214046	Land at Lyde Court, Lyde Cross, Hereford - Proposed change of use of land, as an aerodrome consisting of the continued use of a grass airstrip, re-use of an existing barn as hangarage and for maintenance and associated landscaping. <i>Note: this application has been amended and Cllr Crockett noted that it had been referred to the full Planning Committee.</i>	Awaiting Decision	
	213332	Canon Pyon – proposed erection of 33 affordable dwellings new access and visibility splays, internal roads and new drainage infrastructure.	Awaiting Decision	
	213456	Maple View, Wellington – additional tree works application – Removal of Walnut tree to the front of the house due to damage being caused to our property and vehicles. Additionally, trimming of oak tree which is along our drive which is encroaching into neighbours’ property and also causing their smaller tree to suffer due to the oak tree shading it and overpowering it.	Awaiting Decision	
	192810	Land at Yew Trees, The Row, Wellington – Dwelling with detached garage and vehicle access.	On hold	
	182878	Land Adjacent to Graveyard, Wellington – proposed erection of 15 dwellings. On hold due to Section 106 and Phosphates	On hold	
	210381	Chiropodist Surgery, Marsh House Farm, Wellington. Retrospective change of use of surgery and office to holiday let.	Awaiting Decision	
9.0	8.3 To Consider any other Planning Issues Local Plan 2021-2041 Policy Options Consultation - this would run from 4th April to 16th May 2022 Details of the consultation and Parish Liaison Meetings had been circulated to Councillors 214349 – Derndale, Wellington – 3 Attenuation Ponds – Cllr Crockett said the applicant had met with the Ecologist and discussed what was needed in term of an Ecology Survey and this should be completed by the end of April. Following this the Ecologist will complete the Habitat Regulation Assessment which will go to Natural England, so there was still a significant process to be done before this could progress. Section 106 Funding - An update from the Section 106 Parish Meeting had been circulated to all Councillors. Cllr Langford had received no update on Wellington Section 106 allocation and would continue to follow it up. Update on Intrusive Lighting from Hayward Industrial Estate – Cllr Langford had been in touch with the resident of Holland House who had been visited by the Environment Officer who had told him he did not feel there was a problem, and the best solution would be to close the curtains in the rooms affected. It was not felt his was a satisfactory response and the Clerk would follow it up.			
	To Consider Highways Issues 9.1 A49 Issues 9.1.1 Update on Signage at Wellington Marsh Cllr Spittle said he had obtained the quotations and was waiting for a decision on the Section 106 funding. Cllr Langford said that if Section 106 funding was involved the decision on how and where			

	this was spent would lie with Herefordshire Council. She would follow this up. 9.1.2 Road Safety Issues on Dinmore Hill Cllr Crockett said that Richard Timothy from National Highways was awaiting the results of the study carried out on Dinmore Hill and, as soon as these were available, they would be circulated. 9.1.3 Condition of the Road at Mill Lane This road was in need of repair with several large trenches and potholes which were a hazard to road users. Cllr Crane stated that the road from The Ridges to Canon Pyon had been recently re-surfaced and it was felt that road was not in such a bad condition as Mill Lane, which had been on the list for resurfacing for 5/6 years but was not deemed a priority as it was a U road. Cllr Crockett said she would speak to Cllr John Harrington and Bruce Evans to arrange a site visit. 9.2 To Receive any other Highway Issues Changes to Management of Public Rights of Way (PROW) and Traffic Regulation Orders (TROs) From 1 April 2022, the management of Public Rights of Way and Traffic Regulation Orders moved from Balfour Beatty to Herefordshire Council who will work in partnership with Hoople to deliver these services. Updated contact and reporting details have been circulated to all Councillors. 9.3 Identification of work to be carried out and any updates There were no further issues. Cllr Prince said he was in regular contact with Phil Pankhurst, Balfour Beatty Locality Steward and if anyone had any issues they were to notify him.	LL
10.0	Report on Footpaths 10.1 Update on Footpath Maintenance Cllr Crane said that it was mainly general maintenance at the moment but now the ground was drying out he would survey the footpaths for any additional work which needed doing. Jen Jarrett said that Tarmac was offering grants and materials which could be used for the installation of gates or other work that needed doing. Cllr Crane said he would look into it.	SC
11.0	Wellington Brook 11.1 Brook Officer's Report Connexus Land Rear of Brookside Close - The Internal Drainage Board (IDB) had followed up with Connexus regarding their lack of maintenance on the bank of the brook and Jules Shaddick was pleased to report that some vegetation and trees overhanging the brook had been cut back and some of the dumped garden waste had been removed. There was still more debris to clear and the hole in the brook bed and the eroding bank to deal with. Non-compliant riparian owner - The one riparian owner that the IDB was dealing with had now stated they would comply with what has been requested, although no action had taken place as yet. Land at the Rear of Causeway Close - Following on from the Enforcement Officer's visit to this piece of 'no mans land' a small amount of the dumped debris has been removed. Jules Shaddick said there was still a lot remaining and a follow up visit from the Enforcement Officer is awaited. Other issues - There is debris starting to build up under the A49 bridge. The Brook Officer will monitor this and, if necessary, contact the IDB. Thanks were given to Jules Shaddick for her work on monitoring and maintain the Brook and for the excellent relationship she now had with the RLIDB. 11.2 To Consider Funding for Telemetry System to Monitor Wellington Brook Jenni Gowan reported that she had been in touch with Steve Hodges, Herefordshire Council Directorate Services Manager, and had ascertained that there was likely to be an Environment Agency funded study on the Brook, as mentioned by Paul Walker at the Annual Parish Meeting. Steve Hodges had suggested that any work on the telemetry project should be halted until this study was complete. The Parish Council agreed with this suggestion and confirmed that it wanted Jenni Gowan to follow up to ensure the study was done and to get an indication of timescales etc	

12.0 Community Led Planning Group

Jen Jarrett paid tribute to Mike Lyke who was a much-valued member of the CLP Team and who would be sorely missed on a professional and personal level.

WellLINK (Wellington Talk Community Hub) – the group has received a further grant from Herefordshire Talk Community and have purchased a display board, two IT Tablets, and a large paper cutter. There are plans for signage to advertise the library being open and two further notice boards in the village. The group will be working under the direction of John Hayward and plan to start the popular coffee mornings again, the first being 8th April at the Community Centre and thereafter on the 2nd Friday of the month. This is a Talk Community Hub initiative.

WellBOOK – The library is now open on the first Saturday of every month in addition to the regular Wednesday opening. New members were signed up on the 1st Saturday opening and it is noticeable that people calling in on the Wednesday have also increased. A visitor at the last Saturday opening was pleased to be able to attend as they were unable to do so during the week. Wellington Talk Community Hub funded a pavement sign advertising when the Library was open. Thanks go to Val and her volunteer workers for manning the library.

WellWEB - Thanks go to Harry Cleveland for taking back the role of WebMaster and the group are currently working on updating the pages. If you know anyone who would like to be the assistant webmaster and learn the role, we would be most grateful for the help.

We have 240+ subscribers to our email circulation and have sent out emails regarding the Coffee Morning, Tree Planting, Free Bus services, Photo Competition and Mental Health Help Lines.

WellGREEN (Sustainability & Environmental) – Thanks go to Cllr_Sean Marron who has agreed to be our S&E Champion. The Herefordshire Green Network Membership has now been paid (see item 12.4)

Tree Planting - Many thanks goes to Shirley Edgar for arranging for the planting of over 400 trees on the weekend of the 2/3 April. It was a magnificent effort by her and her army of volunteers.

Community Orchard - The Vicar has a meeting set up with Church lawyers to agree a draft agreement to allow the planting of fruit trees in the new extension to the existing cemetery. Once the document has been produced this will be brought back to the Parish Council.

12.4 To Approve any Expenditure

Payment	Expenditure	Amount
BACS	Herefordshire Green Network invoice 22/23 – R005. Membership of HGN as agreed at the March meeting	£50.00
BACS	Repayment to Jen Jarrett for A3 Paper Trimmer	£19.99
BACS	Repayment to Jen Jarrett for 2 tablets, cases and screen protectors	£335.97

Wi-Fi in Parish Room – Jen Jarrett reported that Julia Ashton had her own Wi-Fi supply in the shop, but this was very slow. If asked she gives the password to users of the Parish Room, but this situation is not ideal and the CLP Group felt it would be advantageous to have their own Wi-Fi supply in the Parish Room. It had been ascertained that fast broadband to the premises was available.

The proposal was that Julia upgrades her connection at her own cost and the Parish Council purchases a router to run off her Wi-Fi supply. This would have a separate password for users of the Parish Room who would not have access to the shop system. Julia would hold and control the password which, for security purposes, could be changed regularly.

There would be one off cost for the router of around £30/£50 (which could be funded through the Talk Community Hub Grant) and then an ongoing cost based on a formal agreement made with Julia, either on a monthly or a usage basis.

Jen Jarrett said that if the Parish Council agreed in principle with this proposal, she would obtain absolute costs and present them at a future meeting. This was agreed.

13.0 13.1 13.2 14.0 15.0 16.0 17.0	Community Hub To Note Fire Risk Assessment and Any Action Cllr Langford had seen the draft report but there were some things still to be checked up on. It was noted that the Parish Room door was a fire door which was failing to shut properly and this needed attention. To Consider any Other Issues or Expenditure Electricity Usage in Parish Room - Julia had contacted the Clerk to say that she was worried about the mounting cost of electricity, both for the usage in the shop and for the Parish Room which was now being used more than in the past. It had been ascertained that there was a consumer meter in the Parish Room which did not provide a separate supply, but which monitored the usage of that room. The Clerk had agreed with Julia that she should send a photograph of the meter as it currently stood and then, depending on agreement from the Parish Council, an arrangement would be made to pay the unit cost for the usage in the Parish Room on a monthly basis. Update on Shop Maintenance – Russell Appleton had reported that the annual service visit had been carried out by BeSecure on Tuesday 5th April and the paperwork was awaited. The service visit for the automatic doors was due and a date was awaited from DAC Engineering. This would be followed up. There were no further issues or expenditure To Note the Information Sheet (April 2022) and any other updates Resolved: The Information sheet was noted. To Raise Items for next Annual Meeting of the Parish Council (no discussion) There were no items raised. Format and Process for Annual Meeting of the Parish Council Cllr Crane noted that at the Annual Meeting of the Parish Council all Cllrs stepped down from their current positions and nominations were put forward for those roles. It was noted that the number of vacancies on the Parish Council limited what was possible and how the various roles could be filled. The Clerk stated that if there was no Chair appointed the Parish Council could not continue and issues would be managed, as far as possible, by Herefordshire Council. It was acceptable to nominate and vote in a new Chair each meeting, but every meeting had to have a Chair to make it lawful. Cllr Marron would not be in attendance at the May meeting. The Clerk clarified that he could nominate people and put forward his views and concerns to be taken into account at the meeting but could not vote remotely. To Note Date and Time of the Annual Meeting of the Parish Council Thursday 5th May 2022 at 7.30pm in the Community Centre. The Meeting closed at 22.15  Signed 5th May 2022 Chairman of Wellington Parish Council	
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