

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at 7.30pm
on Thursday 3rd November 2022 in the Community Centre

Item	Minutes	
	Present: Parish Cllrs: Mr Stephen Crane (Chair), Mrs Lyn Langford (Vice Chair), Mr Sean Marron, Ms Kim Parker, Mr Barrie Prince and Mr Andrew Spittle. Also in attendance: Ward Cllr Pauline Crockett, Mrs Chris Bucknell (Parish Clerk) and 10 members of the public – including Jules Shaddick (Brook Officer), Jen Jarrett (CLP Group) 1.0 To Accept Apologies for Absence – None 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 Regular Meeting of the Parish Council held on Thursday 6th October 2022 Resolved: The Minutes were confirmed and signed by the Chair. 4.0 To Receive Brief Reports 4.1 Ward Cllr Pauline Crockett The Ward Report had been circulated in advance of the meeting. Cllr Crockett gave the following summary: Herefordshire Council Cabinet have been looking at ways of reducing costs without substantially reducing services. Much of the Council's income comes from grant funding which has specific conditions attached to them and cannot be used to support general services. Cllr Crockett had emailed the Prime Minister and the Secretary of State for Health and Social Care to emphasise that more commitment from the government was needed to support social care. This was acknowledged but there was no further information at this stage. Locally, things still had not been resolved regarding the graveyard planning application which Cllr Crockett had escalated to the Planning Manager. She had also asked Rebecca Jenman for a more detailed explanation of the phosphate requirements which have been identified as holding up the application. The Play Area project is still ongoing. Karen Knight (Sufficiency Planning and Capital Investment Manager at Herefordshire Council) had not yet written to the Secretary of State but Cllr Crockett is informed that she intended to do so soon. Regarding the intrusive lighting at Holland House, Cllr Crockett had been trying to find out what could be done to support the residents affected by the lighting. This had now been escalated to the Director of Planning and Regulatory, who was on long term sick leave and Mark Tansley, Development Manager, said he will be reviewing this on 28th November. Cllr Crane asked whether there had been any developments about the gravel pit application as there had been no communication with the Parish Council. Cllr Crockett said she had not heard anything more. Cllr Spittle asked when the planned meeting with Richard Timothy (National Highways) was going to take place. Cllr Crockett said she recognised the meeting was well overdue and continued to contact Richard Timothy in the hope of getting it rescheduled.	

5.0

Cllr Crockett was thanked for all her work on behalf of the Parish Council.

Communication with Parishioners and Updates (not requiring decision)

5.1 Update on Play Area

Nigel Cooper was not present at the meeting, but Cllr Parker read the following report on his behalf.

At a full meeting of the Trustees of the WCA on 24 October I presented a comprehensive situation report of the play area. I identified three critical areas where we shall need Herefordshire County Council support.

Clarification of how the S106 funds will be administered.

Who will be our primary go-to person at the Council?

Who will hold and pay the 106 money?

What terms and conditions does a supplier of playground equipment and services need to be aware of that may effect procurement and the tendering process?

Planning Application. Annex A, the all-important part dealing with Sport England matters, has been approved by WCA trustees and submitted as part of our application. Please can this application be pushed?

Application to the Secretary of State. We were assured by Quentin Mee that Karen Knight was due to start it after 28 October. Has she? Reading the government guidance, it seems to me it will have to include certain key matters which have not yet been addressed such as Heads of Agreement of the terms of lease on the play area. It is also arguable prior planning consent may be needed too. If so we need to get cracking to avoid delay. (See minute 4.1 for Cllr Crockett’s comments on this issue).

The above 3 areas of concern ie the 106, the planning application and application to the Secretary of State all are problematic and assistance from Herefordshire Council would be appreciated.

We are considering seeking a meeting with the CEO Paul Walker as his declared top priority is children’s services.

6.0

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

There were no issues raised

7.0

Financial Matters

7.1 To Receive a Report from the RFO

Bank Balances: Treasurer's Account £19,274.97. Business Instant Access £64,144.67.

Income since the October Meeting

November Shop Rent - £700	October Interest - £2.72
VAT Reclaim 01-04-22 to 30-09-22	£806.64

7.2 To Approve Invoices Paid Since October Meeting

Expenditure	Amount
Be Secure Annual Security Maintenance Contract invoice SI-10396 £672.20 + VAT	£806.64
Annual Lease Payment to Wellington Chapel	£360.00

7.3 To Agree Payments of Outstanding Invoices

Payment	Expenditure	Amount
BACS	Zoom Subscription for November £11.99 + VAT	£14.39
BACS	D C Gardening invoice SI-1423 Maintenance work for October £580 + VAT	£696.00

Resolved: All payments noted and approved

Clerk

7.5 To Agree 2023/24 Budget and Precept

Cllr Langford and Cllr Marron had produced a first draft of the 2023/24 budget which was circulated to all Councillors. Cllr Langford said that most of the income and expenditure would remain roughly in line with 2022/23 which would result in a £7k shortfall if the precept remained the same at £22,500, but there were significant reserves which could cover this.

Cllr Marron said one concern was that in previous years there had been significant grant funding (Lottery, Lengthsman and Drainage) which may not be available in the future. The Parish Council did not want to be in the position where it did not raise the precept for a number of years and then had to raise it by a significant amount which would affect residents. Cllr Marron also noted that because of the past flooding episode the insurance for the Community Hub no longer covered any sort of flood damage and there may be costs associated with this that needed to be covered.

Councillors were very clear that the current financial situation was recognised and there was a strong desire to support residents at this difficult time. On the other hand, a small increase would not greatly affect each household and may give some resilience to the budget in future years.

In order to give Councillors more time to consider the options it was agreed to discuss and make the decision regarding precept at the December meeting.

8.0**To Consider Planning Matters****8.1 To Note and Approve Planning Comments Made Between Meetings**

Reference Number	Application
223149	The Vinery, Mill Lane, Wellington – Tree Works

Comment: *The Parish Council Tree Warden visited the site and discussed the proposals with the applicant. On her recommendation the Parish Council fully supported the proposals*

8.2 To Consider New Planning Applications

There were no new planning applications

8.3 To Note Any Decisions/Notifications Received

Reference Number	Application	Decision
223149	The Vinery, Mill Lane, Wellington – Tree Works	Awaiting Decision
222493	Hill Cottage, Wellington – removal of conservatory and rigid canopy and replace with extension	Approved with Conditions
223105	Heathers, Wellington – tree works	Awaiting Decision
222648	Crossfields, Bridge Lane, Wellington – installation of a wood burning stove with a flue lining within the existing chimney. Listed building consent	Awaiting Decision
220769	Land East of the A49 south of Hayward Lane, Wellington - proposed restoration of the site to wetlands habitat and construction of a mineral processing plant.	Awaiting Decision
220652	St Margaret's Church, Wellington – proposed change of use from agricultural land to burial ground.	Awaiting Decision

Reference Number	Application	Decision
210381	Chiropodist Surgery, Marsh House Farm, Wellington. Retrospective change of use of surgery and office to holiday let.	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. Re - Consultation	On hold due to Phosphates
182878	Land Adjacent to Graveyard, Wellington – proposed erection of 15 dwellings. On hold due to Section 106 and Phosphates	On hold due to Phosphates

8.4 To Consider any other Planning Issues

Update on Concerns related to Oak Tree Farm Planning Application (213743/222507)

At the last meeting Cllr Marron had raised concerns that the planning conditions related to Oak Tree Farm had not been met. There had been no change and the original entrance was still being used for works traffic with any machinery moving on or off the site going through the entrance adjacent to the house. This was a continuing hazard but there had been no response from Herefordshire Council to the concerns and the Parish Council needed to make it clear this was not acceptable. It was agreed that the Clerk would contact Ross Cook from the Planning Team asking for an update.

Post Meeting Note: The following response was sent to Ross Cook at Herefordshire Council
Following our concerns which we sent to you on 15th September, and subsequent contact from Jason Steeple the Enforcement Officer on the 20th September saying he was going to arrange a site visit, there has been no updates and the issues are still causing concern with vehicles parked outside the old entrance to Oak Tree Farm earlier today.

The on-site work at Oak Tree Farm has continued throughout the period and appears now to be largely complete. Vehicles, plant and equipment have been using the original entrance at the top of the slope immediately adjacent to the house throughout thereby presenting a visibility and safety hazard for all vehicles using the road. There has still been no work on the new entrance.

The attached photograph is from today, 4th November. Within the last few days, as well as vehicles continuing to be parked opposite the entrance, a pickup truck and trailer have been stopped angled across the road at the entrance whilst livestock have been transferred. Visibility in both directions was completely impeded.

We are disappointed that there has been no feedback and would like you to confirm whether or not a breach of the planning conditions has taken place, and, if so, what enforcement action has been taken.

Update on Section 106 Funding

There was no further update

Update on Intrusive Lighting from Hayward Industrial Estate

See item 4.1 and Cllr Crockett's comments on this issue.

Rural Settlement Hierarchy

Cllr Marron had input into the draft settlement hierarchy and local plan documents. Herefordshire Council had subsequently come back asking for more information, saying they had changed the

Settlement Hierarchy matrix and Wellington was now regarded as part of Flood Zone 3, but was not included within any of the other comments. It was also noted that amongst the infrastructure and facilities section Wellington was categorised as having a garage (possibly the one on Dinmore Hill) and a pre-school nursery (thought to be within the Primary School).

The Role of Neighbourhood Planning with the Emerging Local Plan

The issue about the weight given to NDPs was covered in the new draft. Cllr Marron said that no decision had yet been made but it seemed that, in principle, NDPs were still being supported. Until the new Herefordshire Local Plan was adopted, under current planning laws if there was clash between the NDP and the local plan it is the last document that was adopted that was the ruling document, so Cllr Marron felt the NDP should, in theory, be given weight until the new Local Plan is adopted in 2025. The latest information said that the Parish Council would be notified about the position of its NDP in due course.

9.0 To Consider Highways Issues

9.1 A49 Issues

There had recently been an accident on the A49, where a car had mounted a barrier and taken out a fence. The police were saying that this was not speed related, but it was felt that speed must have played a significant part in the incident. Cllr Spittle had passed the incident report on to Richard Timothy of National Highways.

9.1.1 Road Safety Issues on Dinmore Hill

The Clerk had recently been contacted by a resident who was concerned about the lane which ran off the A49, past the Garden Centre and Dinmore Manor, just before the A49 started to climb the hill. In particular she was worried about the drain at the bottom of the lane, which would cause flooding if it got blocked. Cllr Prince had looked at this on his drive round with Phil Pankhurst and had arranged for Balfour Beatty to cut the verge so that Dave Campbell could work on the ditch. It was felt a large part of the problem was the culvert which went under the A49 as it was not big enough to take the flood water, this had been passed on to National Highways. The resident had been notified of these developments and had thanked Cllr Prince for his efforts.

9.2 To Receive any other Highway Issues

Update on Drainage Grant Work

Cllr Prince said this was all in hand and once Balfour Beatty's work in the village had been completed Dave Campbell would start on the drainage work.

Cllr Prince said at the moment he was holding back on the previously identified issues on the North Road as vehicles being diverted from the main village street had damaged the verges which would now need additional work.

Cllr Prince said Dave Campbell would complete the identified ditch work within the budget and if there were any funding remaining would carry out some strimming on the verges.

Update on Mill Lane

It was noted that the surface of the road was now even worse with the additional traffic being diverted from the main village street. The potholes were not only on the surface of the road but had broken up the substance and structure of the road. A letter of support had been received from Allan Field, Schedules Manager at Yeomans Travel Group and this had been escalated to Herefordshire Council.

It was noted the triangle at the top as Mill Lane joined the top road was also breaking up.

9.3 Identification of work to be carried out and any updates

Cllr Prince had spoken to Phil Pankhurst about the work on the Ford which was only temporary and now needed a more permanent solution. Phil Pankhurst was going to raise a job request to get the work done.

10.0	Report on Footpaths Update on Footpath Maintenance Cllr Crane outlined some major changes that had taken place recently, saying that 7/8 years ago responsibility for PROW had moved to Balfour Beatty but this restructure had now been reversed with Herefordshire Council building a team to work on PROW. Cllr Crane had recently attended a meeting for Footpath Officers which he said was well supported. There was currently a big drive to get footpaths useable, accessible, and legal and a follow up meeting was being planned where many of the unanswered questions could be addressed. Overall Cllr Crane felt that bringing the work back in-house had been a positive move with the Enforcement Officer being very supportive and the Footpath Officer living locally which was of benefit. The issue of the footpath from the road to Lower Parks Farm not being maintained had been addressed. The Footpaths Officer had walked the path which was overgrown and ploughed out and had spoken to the landowner. The Footpath Officer was encouraging people to walk the path, saying that if crops were blocking the legal line walkers were entitled to walk through the crops, without damaging them. If necessary, field posts and finger posts would be installed to mark where the path ran. Jen Jarrett felt this would be positive for the CLP accessible footpaths project which it was hoped would be progressed soon.	
11.0	Wellington Brook 11.1 Brook Officer's Report and Update on Brook Study Jules Shaddick reported that there had been a lot of maintenance work carried out along the Brook in the last month. Flailing had taken place on the north bank along the fields from Ford Meadow to Bridge Lane and also along the fields from Bridge Lane to The Mill which was the first time this has been flailed in many years. Following on from the Internal Drainage Board (IDB) visit by Anne-Clare, the Civil Engineer, on 6th October more maintenance work had been agreed. 1) Hand cut vegetation on left bank behind Brookside Close where it was not accessible for flailing 2) Behind Causeway Close - Remove two areas of weed by hand 3) Just over the A49 mechanically de-weed 40m section if this can be fitted with other works to make it cost effective 4) Remove/cut back a fallen hawthorn by the lakes 5) Hand cut a short section on left bank up to the Network Rail boundary There had been one Incident Letter regarding brick debris on the Brook bank sent out to a Riparian Owner. They acted immediately and removed all the debris. It was felt this was an excellent response and the Riparian Owner was thanked for being so proactive. It was noted there was a large quantity of tree debris piled up on the Brook bank behind The Chapel and Jules would make contact with someone at The Chapel to discuss this. Someone has planted two non-native trees (eucalyptus and godetia) on the Brook bank behind Causeway Close on No Man's Land and the IDB were dealing with this. Update from Jenni Gowan regarding the promised Hydrological Study on Wellington Brook The WSP Design Team had been commissioned by Balfour Beatty and a site visit was planned for 17th November. A revised programme would be issued after this meeting. 11.2 Concerns Regarding Stones and Debris on the Brook Bank A number of stones had been carried to, and dropped into, the Brook. These had come both from underneath the seats in Ford Meadow (these could be identified by their shape) and from the work that had been done on the Church wall. The Church wall stones were quite a long way from the	

	Brook, but they were still deemed to be an issue and needed removing as if there was flooding on the scale of 2020 the water would move some of the stones and potentially block the Brook. Jen Jarrett said the CLP and Green Team offered to help move the stones to a place that was out of sight which it was hoped may deter the sort of anti social behaviour that was taking place. The stones which were already in the Brook also needed to be removed as a matter of priority and Jules said she would contact D C Gardening to do the work. It was established the stones were not needed by the Church and if they could be used elsewhere by residents this should be encouraged. Cllr Parker said she could utilise some of the stones and could arrange to have them collected.	
12.0	Community Led Planning Group 12.1 Update on Projects and Activities Jen Jarrett noted that too often it was said that it was the same group of parishioners that do everything, and she found it very satisfying to report that this was not always true. Many thanks go to the people who always support events, but we do see new faces at both the Coffee Mornings and supporting other activities in the village. Some of these are new to the village and others are in changing circumstances perhaps retirement and are looking to join in. They are all very welcome. Website - thanks go to Jan Lyke for her continuing production and recent update of the Parish Information Pack now on the website. During October Harry Cleveland and Peter Woodward have circulated eight e-mails and continue working to ensure the website is up to date. Wellington Village Group Facebook - This was not part of the CLP but thanks must go to the administrators of this Facebook page which has 401 members and its ability to disseminate information quickly is invaluable. 12.2 Concerns Regarding Vandalism on Ford Meadow This was covered under agenda item 11.2 12.3 Sustainability and Environment The Green Team headed by Shirley Edgar did the Autumn "Rake and Shake" on Ford Meadow on Saturday 8th October. It was disappointing to note that some of the large stone under the benches have been thrown into the brook. We now have over 40 members of the very active Wildlife WhatsApp Group. Some of those volunteered and led by Viv Quinn worked hard with the continuing clearance of paths at the gravel pits. There will be a survey taking place of invertebrates in the stream by the Yazor Brook team and the group will be returning the favour by leading a walk in the gravel pits. 12.3 Health and Wellbeing Wellington Talk Community Hub continues to run the monthly coffee mornings. December 9th coffee morning will revive the tradition set by Christine Fletcher when she ran the coffee morning of the school serenading the event with Christmas Carols. It coincides with School Christmas Jumper Day so we will all have to make an effort and compete with the children! The series of free IT courses sponsored by Age UK, started on 19th September, have been extended through to at least end of November. They are every Monday afternoon and are a mix of 1 to 1 sessions and open group sessions. Speedwatch volunteers are still being checked by the police. 12.5 To Approve any Expenditure There was no expenditure	
13.0	Community Hub 13.1 To Consider Actions to Reduce Electricity Costs Julia Ashton was not present at the meeting and it was noted that she was having problems obtaining the additional quotes spoken about at the October meeting. This item would be deferred until December when it was hoped that information would be available.	

	13.5 To Consider any Other Issues or Expenditure There were no further issues or expenditure 14.0 To Note the Information Sheet (November 2022) 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) Quotation from D C Gardening for Maintenance work 2023 and 2024 To Note Date and Time of the next Regular Meeting of the Parish Council Thursday 1st December 2022 at 7.30pm in the Community Centre. The Meeting closed at 21.15  Signed 1st December 2022 Vice Chairman of Wellington Parish Council	
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