

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at 7.30pm
on Thursday 1st June 2023 in the Community Centre

Item	Minutes	
	Present: Parish Cllrs: Mr Stephen Crane (Chair), Ms Kim Parker, Mr S Marron, Mr B Prince, Also in attendance: Ward Cllr Pauline Crockett, Mrs Chris Bucknell (Parish Clerk) and 10 members of the public – including Jen Jarrett (CLP Group), Shirley Edgar (Tree Warden), Gill Bullock (Internal Auditor), Peter Manson (St Margaret’s Churchwarden) and David Wood (Wellington Pub Group). 1.0 To Accept Apologies for Absence – Jules Shaddick Brook Officer 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 11th May 2023 Resolved: The Minutes were confirmed and signed by the Chair. 4.0 To Consider Co-option of Andrew Spittle onto Wellington Parish Council Andrew Spittle was not present at the meeting but it was agreed that the Co-option should go ahead in his absence. Proposer: Cllr Prince Seconder: Cllr Marron All were in favour Resolved: To Co-opt Andrew Spittle onto Wellington Parish Council. Andrew Spittle would become a Councillor once he had signed his Declaration of Office in front of the Clerk at the July meeting 5.0 To Receive Brief Reports 5.1 Ward Cllr Pauline Crockett Ward Councillor Pauline Crockett gave the following report. Herefordshire Council now had its new administration and new Leader and Cabinet Members. This was not a majority administration and the potential for a coalition had been discussed. The Leader had continued with the previous administration’s concept appointing Scrutiny Chairs and Vice Chairs from other groups and parties. There were 2 ongoing consultations at present, 1. Notice is given that Herefordshire Council intends to make a prescribed alteration to Aylestone School. The proposed alteration will expand the school from a capacity of 450 to 750 by 1 September 2026. 2. Notice is given that Herefordshire Council intends to make a prescribed alteration to Broadlands Primary School. The proposed alteration will change the age range of the school from 3-11 to 2-11 from 1 September 2023. Local issues: Wellington Marsh Data - A meeting was held on Tuesday 30th May with Ian Connelly (Safer Roads Partnership), Richard Timothy (Area Manager for National Highways) and Cllr Prince. This meeting was to receive feedback on the findings of the recent speed data collection at Wellington Marsh	

which has long been considered an area of concern by local residents. The data collected revealed that the 85th percentile speed was 47mph, so below the limit and, whilst concerns were acknowledged, the findings would not justify any speed reduction or additional action. It was noted that there was already good signage (more than officially required) but there could be the need for additional blue background dead end signage at the Marsh.

Fencing Legal Fee Query for Play Area Project – Cllr Crockett had contacted Herefordshire Council Director for Governance and Law regarding concerns over responsibility for the payment of these fees. It was advised that it is usual for schools to pay their own fees but regarding the safeguarding fence, this would be a separate project that sat with the Education Department and would be funded by Herefordshire Council.

210381 – Chiropodist Surgery, Marsh House Farm - this long outstanding application had been escalated to Planning Officer Andrew Banks (North Team Leader) and would be addressed as soon as possible.

Cllr Crockett had requested another road and pavement sweep through the village; this being required due to excessive gravel accumulating from multiple pot hole repairs over the previous months. The Director for Roads at Herefordshire Council, Ross Cook, had offered to accompany Cllr Crockett on a site visit should this be required.

Cllr Prince said that Richard Timothy had mentioned that grant funding was available for community facilities adjacent to the A49. Cllr Crockett said that she thought there was a specific project this was aimed at, and she would get more information. Cllr Prince also noted that Richard Timothy had felt that the proposal for extension of the footpath up to the Garden Centre did not justify the cost as it was only a short distance and there was already another public footpath nearby.

5.2 Update on Herefordshire Wildlife Trust

Cllr Crane said that discussions were taking place with Jamie Audsley from the Herefordshire Wildlife Trust regarding arranging visits to Queenswood. Dates were being looked into, particularly for walking tours to take place on a Monday or Tuesday during the week. The Parish Council had been invited to the Trust Strategy Meeting on 27th June and Cllr Parker and Shirley Edgar (Tree Warden) would attend and agree dates for the visits and walks.

6.0 Communication with Parishioners and Updates

6.1 Update on Play Area

Nigel Cooper was not at the meeting but had sent a short report saying he had not yet received all the costs from the suppliers for the equipment and erecting of the play equipment. There would be a WCA meeting before the July Parish Council meeting, and it was hoped more would be known regarding the financial structure of the project, which could then be discussed with the Parish Council. See also item 5.1 regarding payment of legal fees.

6.2 Update on Community Pub

David Wood gave a report on the planning re-consultation saying that the Community Pub group had written a response to the letter produced by Choice Circle's architects, Synergy, this had also been sent to Herefordshire Council and 300 supporters of the Pub project. The main points of the letter were summarised at the meeting

Principle of Housing Development at this location - Synergy alleged that any development would not impact upon the public house facility as the as the land was not required for the pub's trading needs. It was felt this was totally untrue and evidence had been produced to emphasise the benefit of the garden to the pub trading and to the community. It was noted the application was contrary to Herefordshire Council's Core Strategy (CS) policy CS1 and the Wellington Neighbourhood Development Plan (NDP) policies W1 and W8.

Design and Impact Upon Conservation Area - Synergy alleged that the design of the proposed new building would not adversely impact on the Conservation Area. It was noted that Herefordshire Council's Historic Building Officer originally objected to the development on the basis of its negative

	impact upon the Conservation Area and it was contrary to the requirements of CS policy LD4 and SS6. Amenity - Synergy alleged that the impact of noise upon adjacent Southbank bungalow and the proposed new house could be mitigated by the construction of a 2 metre high acoustic fence. It was noted that there was currently a very tall and dense evergreen hedge shielding Southbank bungalow, which did not have first floor windows overlooking the beer garden. It was felt the acoustic fence offered by way of mitigation for the proposed house would not have any impact upon the noise sensitive bedrooms, as their overlooking windows will be considerably above this fence line. The proposed fence would need to be the height of the proposed roof (some 5m and not 2m high), or alternatively there should be no windows overlooking the garden, which would have a detrimental impact upon the visual attributes of the proposed house and its setting within the Conservation Area. There was also a potential noise issue as the premises licence granted use until 23.00 on weekdays and midnight on weekends meaning there could be potential noise until late into the evening or early morning. The concerns over noise were made in the Environmental Health Officer's objection to the initial application and as such the proposal would be in conflict with CS policies SD1 and SC1 and NDP policies W1 and W5. Impact upon a Community Facility - Synergy alleged that the Old Boot was not a viable pub business, but this was strongly refuted with evidence going back over 30 years. Synergy also alleged that there are alternative community facilities in the village, but it was not felt that the Social Club was a comparable alternative and the Community Centre was an unlicensed village hall rented out for functions. Synergy alleged that 'the pub has been marketed and made available for community use without success'. The Community Pub Group had raised £264k of the agreed sale price of £275k through shares and donations and only failed to buy the pub because the previous owner accepted an offer above the one which had previously been agreed. Highway Impact - The report did not clarify how the proposed new property would be accessed and the impact this would have on the pub car parking spaces. The applicant would have to comply with the various statutory standards for visibility splays and it was unclear whether the proposal accorded with policy MT1 and NDP policy W5. Foul Water and Habitats Regulations Assessment - The housing application lay within the hydrological catchment of the River Lugg which remained in an unfavourable condition, due to elevated phosphates. As this was partly caused by housing developments it was felt the proposal must be contrary to CS policies SD4 and SD3, with SS1, SS6 and LD2 also applicable and the application was not supported by any mitigation which would make the phosphate in the foul waste water nutrient neutral nor was it supported by any phosphate credits and because of an objection was put forward on the basis of CS policies SD4 and SD3. Precedent - The group had drawn the planner's attention to the precedent set by the recent planning appeal at the Rose Garden (now the Secret Garden) at nearby Holmer (PINS Ref APP/W1850/W/17/3173815) where there was a similar proposal for a new house in the car park. The Planning Inspector concluded that the proposal would have a negative impact on the viability of the pub by virtue of the noise and disturbance that the house would suffer. Maintenance - It was felt that Choice Circle did not intend to run the pub and were only concerned profit from the sale of the land with planning permission. This was evidenced by the fact there had been no attempt made to restore the building or maintain the grounds and residents were complaining about the grounds which were not looked after and were very overgrown. It was agreed that the Parish Council would endorse the Pub Group letter and repeat their original objection to the planning application.	SM/ Clerk
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6.3 Anti-Social Behaviour in the Village

Cllr Crane said that it was not the Parish Council's role to deal with Anti-Social Behaviour, but he wanted to bring an issue to the attention of parishioners. There had recently been incidents of a group of teenagers going into gardens and causing damage at the school and around the village. Christina Howard, Community Support Officer at Hereford Rural North Safer Neighbourhood Team was aware of the issue and was investigating it. Residents were asked to be aware and if they had any information to let the Parish Council or police know, dialling 101 if the incident was ongoing.

It was also noted that following a recent report from the Parish Council regarding pavement parking, Christina had come into the village but did not find any vehicles illegally parked. Cllr Crane stressed that it was not illegal to park on a pavement, but it was illegal to obstruct the pavement in terms of accessibility. Residents were encouraged to report any issues to the Parish Council.

6.4 Parish Newsletter

Cllr Crane said for anyone who had any content for the next newsletter to send it to the Clerk so that the format could be agreed by the end of July, with a view to getting the newsletter delivered before the beginning of September.

Clerk

7.0 Open Time – to Note Matters Raised by Residents Relevant to the Parish

There was nothing raised

8.0 Financial Matters

Bank Balances: Treasurer's Account £22,832.43, Business Instant Access £64,144.67.

Income since the May Meeting

June Shop Rent - £700

Interest - £36.47

Invoice 01/23 - 75% of building insurance cost received from Wellington Stores £1,019.14

Lengthsman Grant of £1,308.00 invoiced for on 14th March is still awaiting payment. This has been followed up.

8.2 To Approve Invoices Paid Since May Meeting

There had been no payments

8.3 To Agree Payments of Outstanding Invoices

Payment	Expenditure	Amount
BACS	Direct 365 invoice ref 028012. Hygiene disposal for public toilet in shop 03/06/23 – 02/06/24 £164.87 + VAT	£197.84
BACS	APLAS Ltd invoice 455 A Board Pavement Sign for Community Library – to be covered by Talk Community Seed Grant £49.96 + VAT	£59.95
BACS	Durable UK Ltd invoice 3169. Literature Holder for CLP Group - to be covered by Talk Community Seed Grant £24.49 + VAT	£26.99
BACS	Theo Ashton Cleaning and Parish Room Bookings for May	50.00
BACS	D C Gardening invoice SI-1575 Maintenance work for May and trimming hedge by Church Close. £400 + VAT	£480.00
BACS	Zoom Subscription for May £12.99 + VAT	£15.59

Resolved: All payments noted and approved

8.4 To Receive Internal Audit Report

Gill Bullock gave the following report.

The role of 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

Part of the management of the finances for the Parish Council involves setting a budget for the year ahead and then reporting back at the end of the year as to agreement between the forecast and actual. Where there are notable variances, an explanation is required. In 22-23 the receipts / invoices exceeded the budget by well over £10K. A full explanation was given in the paperwork – this difference relates to a number of grants the Parish Council team have secured: drainage grant; Community Lottery funding for tables and chairs at the shop; seed funding grant from Talk Community; a grant from Tarmac towards to play area. It is pleasing to see a variance of this scale and in this direction – all activities and investments which will benefit the people of Wellington.

The style as well as substance of the accounts should be complimented and my conclusion is that the Wellington Parish Council Accounts 2022-23 are approved by this Internal Auditor, and I commend Wellington Parish Councillors and Clerk for their diligence on financial matters throughout the year.

The Report was noted and the Internal Auditor signed the Internal Audit report which will be forwarded to the External Auditor.

8.5 To Approve Annual Return/Accounting Statement 2022/23

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

Resolved: To Approve the Accounting Statement which was signed by the Chair. This will be submitted to the External Auditor and placed on the noticeboards with the Declaration of Public Rights.

9.0 To Consider Planning Matters

9.1 To Note Submissions Made Between Meetings

Reference Number	Application
231088	Wellington Chapel, Wellington – Proposed single storey extension and application of render to existing south (front) elevation. Deadline for comments 27 th May 2023

As agreed at the May meeting, comments were submitted as minuted in the May minutes. The Parish Council thanked Mark Roberts of Wellington Chapel for commenting on the issues raised at the meeting.

9.2 To Consider New Planning Applications

Reference Number	Application
231341	Kingcup Cottage Wellington HR4 8DT - Proposed erection of domestic outbuilding/garaging.

This application has only been received on the afternoon of the meeting and comments were due by 22nd June. It was agreed to ask for an extension so that this could be discussed at the July meeting when all the details were available.

Reference Number	Application
192810	Land at Yew Trees, The Row, Wellington – Dwelling with detached garage and vehicle access. Re - Consultation

The Parish Council had not been notified of this re-consultation for the application which had originally been submitted in 2019. The application had originally shown that it was on hold due to phosphates, but the website was now showing that it was on hold due to Section 106 funding. It was not certain why this should be as the application was too small to be in scope for Section 106 funding.

Clerk

Clerk

Clerk

It was noted that the original objections the Parish Council had made had not been addressed in any way. The Parish Council did not, in principle, object to the building but the access was poor, being on a vulnerable bend with poor visibility. There were also multiple fibre optic cables mounted on the nearby pole which obstructs visibility and should form part of the planning application.

Olly Jones had emailed the applicant in June 2021 to say the application was approved subject to the River Wye nutrient levels, which the Parish Council found confusing as none of the objections had been addressed.

It was agreed to maintain the objections that the Parish Council had put forward before and the Clerk was asked to query the comments regarding phosphates and Section 106 funding.

9.3 To Note Any Decisions/Notifications Received

Clerk

Reference Number	Application	Decision
231088	Wellington Chapel, Wellington – Proposed single storey extension and application of render to existing south (front) elevation.	Awaiting Decision
231065	Auberrow House, Auberrow – erection of a bespoke oak framed sunroom extension.	Awaiting Decision
224058	Wellington Quarry, Hayward Lane, Wellington - Proposed northwest quarry extension and consolidation of existing permissions	Awaiting Decision
223767	Honeysuckle Cottage, Poultry Lane, Auberrow - Demolition of existing dwelling and proposed replacement dwelling	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
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

Reference Number	Application	Decision
182878	Land Adjacent to Graveyard, Wellington – proposed erection of 15 dwellings. On hold due to Section 106 and Phosphates	On hold due to Phosphates

Cllr Marron had been contacted by Peter Manson, Churchwarden, regarding the application and Herefordshire Council's request that St Margarets Church fund the hydrological study which was in the region of £10,000. It was not known why the church had been asked to undertake a flood survey as this was only required if the land in question comes under a designated flood risk zone and was over 1/4 hectare. It was felt that while the cemetery came under the flood zone the extension did not and it was under a 1/4 hectare in size. It was noted that Mr Charlie Price had taken over

	leadership of the project on behalf of St Margaret's Church, he is a professional civil engineer and was currently reviewing the documentation. Cllr Crockett agreed to speak to Rebecca Jenman to get clarification on the issue. 9.4 To Consider any other Planning Issues Update Section 106 Funding – no further update Lower Parks Farm – there was a query about major earthworks that were taking place on the hill above the road to Canon Pyon, past the Christmas Tree Farm, where there appeared to be a bulldozer stripping off grass with the dip being filled in with soil brought in from elsewhere. Cllr Parker queried whether such major and visible earthworks needed some kind of planning permission. Cllr Prince had spoken to Dick Makin who said Mr Pudge had got a licence to deposit soil on the field, the majority of which was in Wellington Parish, whilst the farm itself was in Canon Pyon. Cllr Crockett said she would look into it.	
10.0	To Consider Highways Issues 10.1 A49 Issues Road Safety Issues on Dinmore Hill – there was no further update Update on Speed Monitoring These items were covered by Cllr Crockett in her report and minuted under agenda item 5.1 10.2 To Receive any other Highway Issues Update on Mill Lane – there was no further update 10.3 Identification of Work to be Carried out and Any Other Issues The middle verge in Mill Lane needed cutting – Cllr Prince had taken this up with Connexus The road at the top of The Dingle heading to A49 was breaking up – Cllr Prince will report this to Phil Pankhurst. It was noted that there were a number of potholes which had been marked up for action over the coming weeks.	
11.0	Report on Footpaths Update on Footpath Maintenance Cllr Crane reported that at this time of the year cutting back undergrowth was not encouraged unless it was causing a danger to those using the paths. Cllr Crane was out and about monitoring the footpaths and would follow up on any he felt needed attention. Cllr Crane still had not received the additional Dog Fouling signs that had been ordered in April and the Clerk would follow this up.	Clerk
12.0	Wellington Brook 12.1 Brook Officer's Report Jules Shaddick was not at the meeting but had sent in the following report. The tree debris on Chapel Land has now been removed from the Brook bank and thanks were given to those who had undertaken this work. Surveyors had now been appointed to undertake the topographic survey work for the Wellington Flood Study. Surveyors would be starting work on 14th June and may be onsite for approximately two weeks. In order to undertake the work they would need to gain access to the rear of some houses in Brookside and residents would be contacted about this. The believed sewage getting into the Brook between The Mill and the Ford (as reported at the May Parish Council Meeting). There had been no reply to date from the Environment Agency and this was ongoing.	

13.0	Community Led Planning Group 13.1 Update on Projects and Activities Jen Jarrett gave the following report. Community Library - Our Library and coffee mornings have continued to be well supported with a particularly successful coffee morning for the King. We had over 50 attending including the representative from the Royal College for the Blind. Thanks to the generosity of the coffee drinkers we were able to donate £265 to the college. Wildlife App - We attended Our Natural World Event on Saturday and displayed beautiful photographs taken both locally, beyond Hereford and of the several Field Activities that we now undertake. Fire Safety Inspections – Following the Annual Parish Meeting Cllr Prince had taken up the offer of a free fire safety inspection which he said had been very successful with CO2 and smoke alarms being fitted free as part of the visit. He encouraged other residents to consider having this done. 13.2 Report from the Green Team Shirley Edgar reported that the seeds that had been planted on the verges were not coming through. Shirley asked parishioners if they identified any areas where the green team could undertaken projects to feed that back. The Green Team would like to replace the trough on the main village street, and this would be done in the Autumn. It was felt that more wildflowers along the main round would be beneficial. 13.3 Update on Wi Fi in the Parish Room Jen Jarrett had asked for a firm quote from Vodaphone for a 4g mobile phone connection into the Parish Room and had ascertained it would be possible to pay for the contract (12 or 24 Month) in advance. Mark Glover at Fastershire had been away, he was pursuing a contact with AirBand. Once the details were known Jen Jarrett would formally request that the project go ahead. It was agreed that given the timescale for spending the grant this could be done by email between meetings. 13.4 To Approve any Expenditure There was no expenditure	
14.0	Community Hub 14.1 Update on Replacement of Benches and Tables These had been ordered and delivery was expected in two to three weeks. 14.2 To Consider any Other Issues or Expenditure Drainage Issues - Cllr Prince reported that Williams Water Services had looked into the drainage issues and ascertained that there was a backflow problem with the main pipe which came down from the toilet, the valve was at an angle slanting towards road, causing a build-up of effluent from the building, which was unable to escape, causing the flooding. Approximately 4 meters of hedge needed to be removed to allow the excavation and removal of this section of the sewage pipework and chambers. This would then need to be reinstated to correct the fall of outgoing sewage. It was noted that the last company who did work on the drains in 2021 should have realised there was an issue and corrected it. The quotation from Williams Water Services was £1,500 + VAT. Cllr Parker felt that a second quotation should be obtained, and she would do this and bring it to the July meeting. The Clerk said that Cllr Parker needed to liaise with Cllr Prince to ensure that the quotations were like for like in terms of the work needed.	KP
15.0	To Note the Information Sheet (June 2023) and any other updates Resolved: The Information sheet was noted.	
16.0	To Raise Issues for the next Regular Meeting of the Parish Council (no discussion) Increasing numbers of deer in the village	

17.0	To Note Date and Time of the Regular Meeting of the Parish Council Thursday 6th July 2023 at 7.30pm in the Community Centre. The meeting closed at 21.30  Signed Chairman of Wellington Parish Council	6 th July 2023
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