

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at 7.30pm
on Thursday 7th September 2023 in the Community Centre

Item	Minutes	
	Present: Parish Cllrs: Mr Stephen Crane (Chair), Ms Kim Parker, Mr A Spittle Also in attendance: Ward Cllr Pauline Crockett, Jules Shaddick (Brook Officer), Mrs Chris Bucknell (Parish Clerk) and 9 members of the public including Jen Jarrett (CLP Chair), David Wood (Wellington Pub Group) 1.0 To Accept Apologies for Absence – Cllr S Marron and Cllr B Prince 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 July 2023 Resolved: The Minutes were confirmed and signed by the Chair. 4.0 To Receive Brief Reports 4.1 Ward Cllr Pauline Crockett Ward Councillor Pauline Crockett gave the following report. Herefordshire Council News – There were currently no ongoing consultations. The Balfour Beatty and Herefordshire Council Annual Plan 24-25 had been released and Cllr Crockett expressed disappointment that this included the Wellington Village Road, having previously been assured that this was going to be a priority for the current year, 23-24. This had been challenged and a response was awaited. Local News - Mill Lane, the North Road and Ford Lane were all on the BBLP Street works plan for various works. The Play Area was progressing and there was no further input required at present. Cllr Crockett reported on the issues at The Planning Department saying that Emily Brookes, the Officer who was leading on 222734 (Wellington Pub) had now left. Cllr Crockett had contacted the North Team Leader to ascertain who the application had been assigned to, having previously been advised that the planning decision had been made and was only waiting to be written up. A member of the public asked about the current state of Herefordshire Council's finances, given the recent news about Birmingham City Council. Cllr Crockett confirmed that at the end of the last term of administration the Council's finances were stable, albeit with less reserves which had diminished slowly over the past 6 years. The funding from central government was less each year and this had to be focused on the delivery of statutory obligations which was an ongoing challenge. The Section 151 Officer, Andrew Lovegrove, gave Councillors regular updates and Cllr Crockett said she would pass details of the next one onto Cllr Crane for distribution. Post Meeting Note: <i>the details of the publication of the financial report which will be presented at the next Cabinet meeting have been passed onto the resident.</i> 4.2 Update on Queenswood Visit This had been well attended and enjoyed by all those who took part. The Queenswood Team had said they would be willing to do this on an annual basis and it was felt this was something that should be taken up on.	

	4.3 Local Policing Team The Local Team had been in the village looking at the pavement parking issue and on one occasion was there when the identified vehicle was blocking the pavement. They agreed it was an obstruction and put an advice notice on the vehicle. This will be kept under review. Cllr Crane reported that although the original vehicle was no longer there another van had started parking in the same space and this was blocking the pavement. A photograph will be sent to the policing team. The Local Policing Team were asking Parish Councils to identify their priorities for the period October to December. The current priorities were Anti-Social Behaviour (teenagers causing damage and the malicious letters posted around the village), pavement parking (particularly at the end of Mill Lane) and speed issues (on the A49, particularly around The Marsh). It was felt that ASB was no longer an issue but pavement parking and speed should be submitted as priorities. The Local Policing Team would be attending the October meeting.	SC/ Clerk Clerk						
5.0	Communication with Parishioners and Updates 5.1 Update on Play Area Nigel Cooper was not at the meeting and there was no update. See also item 4.1. 5.2 Update on Community Pub David Wood was at the meeting and said that the Community Benefit Society still existed with 7 shareholders. The AGM had taken place and the Annual Return completed. News was awaited about the planning application which was still not showing as decided on the website and Cllr Crockett would follow this up (see agenda item 4.1). A resident mentioned that the pub building was in a very poor state of repair and the hedges and trees badly needed cutting back. Some residents of Dernside Close were cutting the grass outside the pub grounds and this was appreciated. Cllr Crane said that unless it was felt the building was becoming unsafe there was little that the Parish Council could do about it. The Clerk was asked to write to the agent highlighting the state of the building and surrounding area and asking for some work to be carried out. 5.3 Parish Newsletter This had now been printed and Cllr Crane brought packs to the meeting asking for volunteers to help deliver them around the village. 5.4 Concern from Resident regarding Evening Noise from Neighbours Cllr Crane had received a phone call from a resident who was concerned about excessive noise during the evenings. Cllr Crane had himself experienced smoke from a nearby property and he stressed that everyone needed to be considerate of their neighbours in terms of noise, bonfires, parties, grass cutting etc, particularly during the evenings.	Clerk						
6.0	Open Time – to Note Matters Raised by Residents Relevant to the Parish A resident noted that the Balfour Beatty Team who were carrying out pothole repairs were reprimanded by their supervisor for carrying the work out too quickly and without due care and attention. Cllr Crockett would follow this up.							
7.0	Financial Matters Bank Balances: Treasurer's Account £17,220.29, Business Instant Access £64,144.67. Income since the July Meeting August and September Shop Rent - £1,400 Interest - £43.58 7.2 To Approve Invoices Paid Since July Meeting <table> <tr> <th>Expenditure</th><th>Amount</th></tr> <tr> <td>Plants and compost for planters at the shop. From Lottery Grant</td><td>£73.96</td></tr> <tr> <td>Theo Ashton Cleaning and Parish Room Bookings for July</td><td>£50.00</td></tr> </table>	Expenditure	Amount	Plants and compost for planters at the shop. From Lottery Grant	£73.96	Theo Ashton Cleaning and Parish Room Bookings for July	£50.00	
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Expenditure	Amount
ZOOM invoice - August subscription. £12.99 + VAT	£15.59
D C Gardening invoice SI-1637 Grounds Maintenance for July £560+VAT	£672.00
FridgeTech invoice 2238 - Air conditioning service in Parish Room	£50.00
Wye Water Services invoice 1667 - drainage work at Wellington shop £183.55 + VAT	£220.26
PIP Printing invoice 75578 Printing of 500 Parish Newsletters	£233.54
PKF Littlejohn invoice SB20230829 External Audit 2022/23 £210 + VAT	£252.00
Theo Ashton Cleaning and Parish Room Bookings for August	£50.00

Resolved: All payments noted and approved

7.3 To Agree Payments of Outstanding Invoices

Payment	Expenditure	Amount
BACS	D C Gardening invoice SI-1664 Grounds Maintenance for August £465+VAT	£558.00
BACS	ZOOM invoice - September subscription. £12.99 + VAT	£15.59

Resolved: Payments approved

7.4 Update on External Audit

The External Audit had now been completed with no significant issues. The Notification of Public Rights had been posted on the noticeboards and website in line with legal requirements.

7.5 To Consider Purchase of Parish Council Printer

Cllr Parker has taken over placing the notices on the noticeboards and had asked for the Parish Council to consider purchasing a printer that she could use or, alternatively, covering the cost of printing the notices. Following discussion, it was ascertained that there was a Parish owned A3 printer that David Wood was storing, and this could be made available to Cllr Parker, although it was currently not in use and the condition of it was not known. Cllr Crane would liaise with David Wood.

7.6 To Consider Refurbishment/Replacement of the Derside Noticeboard

The board had become very hard, and it was increasingly difficult to place notices on it. The options were either to have it refurbished in some way or to purchase a new noticeboard. Jen Jarrett had surplus grant money and offered to pay for noticeboard but stressed this must be a community noticeboard and not just for Parish Council use. It wasn't known if a bigger board would fit into the same space and whether this would be acceptable to the nearby resident. Cllr Parker said the outside of the board was still functional and it was only really the pin board inside that needed replacing. Cllr Crane and Cllr Parker would liaise regarding this.

8.0 To Consider Planning Matters

8.1 To Note Submissions Made between Meetings

Reference Number	Application
232094	Westfield Steading, Auberrow – installation of 2 conservation room lights <i>Submitted Comment: no objections</i>
232187	Land to the Rear of Wellington Court Barns – repair to a section of stone wall <i>Submitted Comment: no objections</i>
232276	4 Derside Close – tree works <i>Submitted Comment: Shirley Edgar visited and approved of the proposals and on this basis the Parish Council supported the application.</i>

Reference Number	Application
232056	The Old Vicarage, Church Lane, Marden – proposed two storey extension, single storey extension and two storey staircase WPC had been consulted on this as it was close to the Parish boundary. No comments were submitted.

Resolved: All Submitted comments noted and approved

8.2 To Consider New Planning Applications

Reference Number	Application
232143 232144	Crossfield, Bridge Lane, Wellington - Proposed new extension, vehicle access and parking area- planning permission and listed building consent. This is not yet on the website.

This application has only been received just before the meeting and an extension of the deadline for comments had been granted until 6th October to allow this application to be reviewed in its entirety by the full Parish Council. The applicant, Mr C Price was present at the meeting.

Cllr Crane had looked at the application from a PROW perspective and put forward the following comments and questions to the applicant.

- Access is via the Dingle PROW which does not have vehicular access and there are also drainage issues which need to be considered before vehicular access is considered.
- The junction of the Dingle and the tarmac road needs consideration as there is a need to move a car across it to the other side of the house. The surface may need regularising.
- This is unregistered land and the PROW creates an issue in terms of ownership of the Dingle which is not established.
- Parking should not take place on a PROW and this would need a change of permissions to allow a vehicle to access it.
- The main drain is close to the surface and very vulnerable. This needs to be considered.

The applicant said that he had taken the opportunity of having pre-planning advice and the PROW Team had already made extensive comments on the PROW and how it would be affected by the planned building work. Cllr Crane was not aware of this report.

Cllr Crane said that he and Cllr Marron would do a full review which was likely to include a site visit with the PROW Officer.

8.3 To Note Any Decisions/Notifications Received

Reference Number	Application	Decision
232094	Westfield Steading, Auberrow – installation of 2 conservation room lights	Approved with Conditions
232187	Land to the Rear of Wellington Court Barns – repair to a section of stone wall	Awaiting Decision
232276	4 Dernside Close – tree works	Approved

SC/
SM

9.0	Reference Number	Application	Decision
	231668	White House, Auberrow Road, Wellington - TPO-561 Yew - reduce by 40% of overall crown of the tree in height and width, to stop branch breakouts that occurred this winter.	Approved
	231784	Clearmont, Wellington - Holly Tree in front garden - will be replaced by a Plum tree.	Approved
	231341	Kingcup Cottage, Wellington – Proposed erection of domestic outbuilding/garage.	Awaiting Decision
	231946	Kerria, Wellington – tree works. Proposed works to Tree 1 False Acacia - Remove deadwood and re-shape.	Approved
	222734	The Wellington, Wellington – re-consultation on proposed new 3 bed dwelling and partial change of use of pub garden from sui generis to Class C3a. Proposed demolition of conservatory to make way for outdoor seating area.	Awaiting 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.	Approved with Conditions
	224058	Wellington Quarry, Hayward Lane, Wellington - Proposed northwest quarry extension and consolidation of existing permissions	Approved with Conditions
	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
	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 Other Planning Issues Section 106 funding – there was no further update To Consider Highways Issues 9.1 A49 Issues Road Safety Issues on Dinmore Hill It was noted that there had been a number of accidents on the A49 and on Dinmore Hill. There was no further update.			

10.0	Resident's Concerns Regarding the Village Junction A resident had asked that a no U-turn sign be considered for the village road junction. She noted that the Tarmac lorries were now not as frequent, but there were still a lot of heavy goods vehicles doing a U-turn at the village junction. Tarmac suggested they were from S&A and the Industrial Estate. Cllr Crane said there was little that could be done about this but if anyone saw vehicles doing a U-turn on the junction to take a photograph and it would be followed up with the contractor. It was also mentioned about the right of way at the A49 junction and the signage not being adequate. This had been an ongoing issue and it was not felt the Parish Council could influence the signage as it was National Highways. Cllr Spittle asked if there were any guidelines about when trains should be loaded up as it was causing a lot of noise during the night. Cllr Crane asked Cllr Spittle to get more details so it can be followed up. 9.2 To Receive any other Highway Issues Cllr Prince was not at the meeting but had reported there were no major issues with the roads other than the village Main Street. Update on Mill Lane and Pavement Parking Cllr Prince said there had been no recent issues with pavement parking, but Cllr Crane said that while the original offender was no longer there, he had seen another truck which was blocking the pavement (see item 4.3), this would be reported. Update on Lengthsman Grant and Match Funding The Parish Council had been allocated the grant of £1,946 grant and the full £1,946 match funding from Herefordshire Council – a total of £5,838 including the Parish Council match funding. The Clerk was currently following up on when this needed to be spent by and whether any retrospective spend in this financial year could be included. 9.3 Identification of Work to be Carried out and Any Other Issues Cllr Crane had been contacted by a resident who said the hedges needed cutting back on the Auberrow Crossroads as the visibility was very poor. The Clerk was asked to contact Phil Pankhurst for his view on this. Report on Footpaths 10.1 Update on Footpath Maintenance Cllr Crane reported there was a tree down in Claypits Lane. This was not currently deemed dangerous, but it was laying quite low and there was a badger set below it. Cllr Crane would keep it under review. The replacement steps going up to Wellington Woods were awaiting delivery, the work would then be undertaken. Cllr Crane said he had come over the stile from the blackcurrant field to find a large pile of paving slabs which had been put there by a resident. These had obviously been placed there with the best intentions but were slippery and safety needed to be considered at all times. Dog fouling was an ongoing issue with Cllr Crane witnessing a lady with two dogs who allowed them to foul the footpath without attempting to clear it up. If anyone was aware of this happening, please contact Cllr Crane and the person involved will be contacted and reminded of their responsibilities. A resident said that there were now at least a couple of substantial trees with branches coming down at the Dingle and a lot of work needed doing, which raised concerns that debris could wash down the Brook which would also affect the wildlife living there.	AS SC/ Clerk Clerk Clerk
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11.0 11.1 12.0	It was noted that the footpath at the bottom on the Dingle was generally not walkable for three or four months of the year. When this happened, people were using the top of The Dingle but Cllr Crane stressed that this was not the footpath. Wellington Brook 11.1 Brook Officer's Report Jules Shaddick gave the following report. Flailing - The autumn flail had now been completed and the weeds in the watercourse sprayed. There was a new contractor, and the standard of the flailing was not up to previous years, the IDB have now asked the contractor to rectify the shortfalls. Tree at the back of Chapel - The IDB have written to Wellington Chapel to ask them to remove the tree that has fallen across the Brook. This has been acknowledged and they are getting some quotes for its removal. Overgrown Land on Right Bank at the Rear of The Cott - The IDB will write to the Riparian Owner concerning the maintenance of their bank. Sewage Issue around Ford Meadow area - There has still been no response from the Environment Agency regarding the Discharge Licences. The IDB had ascertained that there was only one current discharge licence around the area of the Ford, belonging to Wellington Court Barns. The Clerk was asked to write to the residents at Wellington Court Barns to clarify whether their system was fully compliant. Bank and Bed Erosion at rear of Brookside Close - Riparian Owner Connexus - The IDB had a meeting with Connexus who have undertaken both a topographical survey and site investigation which included a bore hole on the right bank. Since the erosion occurred and Connexus have undertaken the vegetation clearance the situation is much improved. They have also undertaken slope stability analysis using the data gleamed from the survey and site investigation which has demonstrated that the bank will not collapse and the IDB Civil Engineer is confident this interpretation is correct and have agreed that a green solution for protecting the bank will be taken. Himalayan Balsam - Himalayan balsam is a non-native, highly invasive species (listed on Schedule 9 of the Wildlife and Countryside Act 1981 (as amended) and it is an offence to plant or cause its spread in the wild. There is some around the Ford and small bridge area and it is the responsibility of the Riparian Owners to deal with. Planned Works Downstream End of Wellington Brook - Right at the bottom end of the Wellington Brook before it outfalls into the River Lugg it passes under the railway line one of the two tunnels is half blocked and Network Rail will be clearing this later this year. Wellington Flood Study - No update has been received to date. Cllr Crane said that he understood from Phil Pankhurst that drainage work was being undertaken. Jules clarified that there was a broken concrete pipe which was being replaced by a plastic one. Viv Quinn gave a brief update on how and when to remove Himalayan Balsam. Jen Jarrett asked that Shirley Edgar was notified of this as they intended to strim Ford Meadow and this information would be helpful. Jules said she would contact Shirley Edgar. Community Led Planning Group 12.1 Update on Projects and Activities Jen Jarrett gave the following report. New Alliances – The CLP Group felt it important to reach out to all parts of the Parish and adjoining Parishes to understand what they do and where there may be opportunities to work together. One such opportunity is the Repair Cafe run by Marden. Peter Woodward is working with them, and the CLP Group advertising their Cafe at every opportunity. In return the Marden Group are advertising the Community Library in their Parish Magazine. Another partner is Wellington Chapel where	Clerk
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people are being encouraged to attend the monthly "Lets Lunch" and children's books are being provided by the Community Library for their Toddlers' sessions.

Community Library - thanks to the support of the army of volunteers the library continued to have a regular number of borrowers every week, between 10 and 12. This may not sound a lot but it is in line with the number of members signed up to use the library. There is a steady (but small) stream of new members. For the last 2 Wednesdays in the month and the first Saturday before the schools went back there was a focussed drive to attract children (and their parents). The Library was not overwhelmed by children; of the few that did come 2 were regulars but the others were new. They enjoyed the colouring puzzles and the bribery of a bar of chocolate or a cuddly toy, and all left the library as new members with a book.

Coffee Mornings - another successful coffee morning had been held in August with £100 to go to the chosen local charity Herefordshire Headway. On 8th September we are supporting the annual Macmillan Coffee Morning with all donations going to Macmillan Cancer Support.

Website - thanks to Jan Lyke, Harry, and Peter we continue to update the website to enable links to be added to the various clubs, websites and Facebook sites. This will simplify and enable us to keep the website up to date.

Wildlife App - volunteers were being sought to help clear the footpaths in Wellington Gravel Pit. Anyone interested should contact Viv Quinn on the App

WellPIP - Jan Lyke was being kept busy producing new WellPIPs (Parish Information Pack) for the many new people coming into the village. They are well received. Jen Jarrett added that a couple looking to purchase a house in Wellington popped into the coffee morning to meet people and see what was going on. Another couple, again looking for homes, called in at the shop and the library and were generally impressed with everything we do as a community.

12.2 Update from The Green Team

Shirley Edgar was not present at the meeting and there was no further update

12.3 Update on Wi Fi in the Parish Room

It had been thought that things were progressing with this but the contacts at Fastershire and Airband both seem not to now be available and the unique property number for the Parish Room had still not been allocated.

Jen Jarrett asked the Parish Council to consider how they wanted to take this forward, did they want to continue to pursue this, even if it may not now be possible to now utilise the Talk Community Grant, or did they want it dropped.

The Parish Council felt that WIFI in the Parish Room would add benefit to those using it and it was now generally expected that this would be available in community rooms. Also, the WIFI would probably reach the back of the shop where the new tables and chairs had been installed and this would add benefit to the project overall and to those using the area. The Clerk voiced concern about whether the WIFI should be accessible outside of shop hours, but this was not thought to be an issue and consideration could be given to turning the router off outside of opening hours. It was therefore agreed that Jen Jarrett should continue to pursue the installation of WIFI in the Parish Room with the support of the Parish Council.

12.4 To Approve any Expenditure

Payment	Expenditure	Amount
BACS	Morplan order number 81002027912. Wall mounted card display. £60.72 + VAT To come out of Talk Community Grant	£72.90

Resolved: Expenditure noted and approved. It was agreed that in future this would be an agenda item under Community Hub.

Clerk

13.0	Community Hub 13.1 Update on Replacement of Benches and Tables After the plants etc had been paid for there is £2,784 remaining which needs to be spent by early 2024. Cllr Crane said he had considered a ramp from the Parish Room to the outside area and he would continue to look into this. 13.2 Cleaning of Foyer, Parish Room and Toilet and Parish Room Bookings Theo Ashton had now finished undertaking this as he is going to university. Julia has arranged for Isabelle, who delivers the papers, to do the work. Julia will support her where needed. 13.3 To Consider any Other Issues or Expenditure Relocation of post box from current position to outside of Post Office – this had been discussed and agreed at a previous Parish Council meeting and a date agreed for the relocation of 22nd July. However, the Parish Council had now received an email from a resident who objected to the post box, which he said was on his land, being moved without any consultation, saying that until the village as a whole had been consulted, he would not allow the Royal Mail staff to remove the post box from his land. Cllr Crane confirmed that the Parish Council did not know that the post box was on private ground, otherwise the resident would have been consulted, but confirmed that he felt the post box would be better sited outside the current Post Office, partly to consolidate the services being offered and also because there is ample car parking space in the shop car park whereas currently those using the post box, and the postmen themselves, have to park on the road. Postmen emptying the box often block the path causing parents with pushchairs to either wait or go onto the road. They also report encountering children on bikes trying to get past as the road is at times too fast for children to ride safely on the road. It was also felt that being positioned outside of the shop would help to secure the future of the post box, which was a long-standing facility for the village. The move had the support of the Parish Council and also of Stu Coleman, the current postman who wrote in support of the move saying that it needed relocating for better access and better cleanliness. He felt it needed to be in a more visible position as currently it can only be seen from one direction due to it being by overgrown trees/shrubs. It was felt that if it was relocated this would bring benefit to the local residents and to the shop and Post Office. The Parish Council reaffirmed their support for the move and said that it would be put on social media to ensure the local people knew of the proposed move and had the opportunity to comment if they wanted to.	
14.0	To Note the Information Sheet (September 2023) and any other updates Resolved: The Information sheet was noted.	
15.0	To Raise Issues for the next Regular Meeting of the Parish Council (no discussion) Visit by Local Policing Team	
16.0	To Note Date and Time of the Regular Meeting of the Parish Council Thursday 5th October 2023 at 7.30pm in the Community Centre.	
	The meeting closed at 21. 15  Signed Acting Chairman of Wellington Parish Council 5th October 2023	