

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at 7.30pm
on Thursday 5th October 2023 in the Community Centre

Item	Minutes	
	Present: Parish Cllrs: Mr Barrie Prince (Acting Chair), Mr S Marron, Ms Kim Parker Also in attendance: Jules Shaddick (Brook Officer), Mrs Chris Bucknell (Parish Clerk) and 11 members of the public including Nigel Cooper (Play Area), David Wood (Wellington Pub Group) 1.0 To Accept Apologies for Absence – Cllr S Crane, Cllr A Spittle, Ward Cllr Pauline Crockett, Jennifer Jarrett (CLP Group) As the Chair was not present at the meeting and there was no elected Vice Chair Cllr Barrie Prince was voted in as Acting Chair; all were in favour. The Clerk confirmed the meeting was quorate with 3 Councillors present. 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 7th September 2023 Resolved: The Minutes were confirmed and signed by the Acting Chair. 4.0 To Receive Brief Reports 4.1 Ward Cllr Pauline Crockett Cllr Crockett was not at the meeting and there was no report. 4.2 Local Policing Team The Local Team had been expected at the meeting but were not present. The Clerk would follow this up and invite them for the November meeting. 5.0 Communication with Parishioners and Updates 5.1 Update on Play Area Nigel Cooper gave an update at the meeting saying that they had addressed the 9-point letter sent by Gillian Stratford (Estates Management Officer at Herefordshire Council) and this had been returned. There was now a potential issue with the lease as Herefordshire Council would not commit to it until they knew how the project was to be funded. Conversely, funders would not commit to funding the project unless there was a lease in place. Part of the school's commitment to OFSTED was to provide a fence to ensure the safety of the young people and the Play Area Group felt they should be allocated part of this funding; this had currently not been acknowledged by Herefordshire Council. Herefordshire Council were suggesting a two-stage project but that had not been supported by Fran White who felt that this would disadvantage any applications for funding. The Clerk confirmed that following the September meeting she had made enquiries about whether the Parish Council, not having the General Power of Competence, could, if agreed, give a donation to the Play Area. It had been confirmed that the Parish Council had the power to support the project under the Public Health Act 1875 section 164, even if it was not managing the project itself. If the WCA wished to ask the Parish Council for a donation they would need to submit a funding plan and identify what the funding would be used for and how much was being requested. It was	Clerk

stressed that while the Parish Council was supportive of the Play Area project any donation would depend on a number of issues and priorities which would need to be fully discussed at a meeting.

5.2 Update on Community Pub

David Wood was at the meeting and said that there had been a lot of work done on cutting back the hedges, cutting the grass etc. There still had been no response on the Planning Application despite Cllr Crockett indicating some months previously that it had been decided.

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

There were no matters raised

7.0 Financial Matters

Bank Balances: Treasurer's Account £27,323.78, Business Instant Access £64,144.67.

Income since the September Meeting

October Shop Rent - £700 Interest - £59.93 Part 2 Precept - £12,250

A VAT Claim for the period 01/04/23 to 30/09/23 had been submitted - £1,449.50

7.2 To Approve Invoices Paid Since September Meeting

Payment	Expenditure	Amount
BACS	Clerk's Qtr 2 net salary	£1,291.20
BACS	HMRC PAYE related to Clerk's Qtr 2 salary	£322.80
BACS	Clerks' Expenses Qtr 1 and 2	£87.95
BACS	D C Gardening Invoice SI-1697 Lengthsman Duties for September £465 + VAT	£558.00

Resolved: All payments noted and approved

7.3 To Agree Payments of Outstanding Invoices

Payment	Expenditure	Amount
BACS	WCA – invoice WCC-2-23-94 Payment for Community Centre April – September (5 meetings)	£75.00
BACS	ZOOM invoice - October subscription. £12.99 + VAT	£15.59
Chq 1069	Donation to British Legion Poppy Fund for wreath	£75.00
BACS	Cleaning of Parish Room for September	£40.00
DD	Information Commissioners Registration 2023/24	£35.00

Resolved: All payments noted and approved

7.4 To Agree Process for 2024/25 Budget Setting and Precept

The 2024/25 precept request must be submitted by 31st December. The Clerk suggested a year-to-date summary of the accounts against budget would be prepared and sent to all Cllrs in advance of the November meeting where the budget for 2024/25 would be discussed and the precept agreed.

Cllr Parker said she would not be at the meeting, and it was agreed that she could submit comments in advance which would be taken into account when the budget and precept was agreed.

7.5 To Consider Refurbishment/Replacement of the Derside Noticeboard

Cllr Crane was not at the meeting. He had indicated that as the property was currently up for sale any replacement of the noticeboard needed further investigation and discussion with the landowners. Jen Jarrett had sent a report saying that she had grant funding to purchase a noticeboard which she said could replace the Derside board if that was what the Parish Council wished to do. Cllr Parker felt that it was only the back board that needed replacing and the rest of the board appeared to be in good condition.

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8.0 To Consider Planning Matters**8.1 To Reconsider Planning Application from September Meeting**

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. <i>Extended Deadline for comments: 06/10/23</i>

The applicant was present at the meeting. Cllr Marron presented a comprehensive summary of the application which was discussed by the Parish Council with input from the applicant. The following comment was agreed.

Submission:

The Parish Council is concerned that the creation of a new vehicle access point to the north of the property utilising the existing footpath and crossing the drainage channel and vulnerable drainage infrastructure gives rise to a significant number of legal, regulatory, social and physical issues which have not been addressed in the application.

The issues are substantial and may potentially make the application's proposals impracticable or require a major reconfiguration of them.

The PC considers that until those issues are fully addressed it must object to the application.

The PC recommends that the applicant is advised to withdraw the application and fully investigate the issues raised.

The PC understands that Joel Hockenhull of Balfour Beatty BB is responsible for drainage and was instrumental in the installation of the drainage for this area. The PC suggests that the applicant could usefully seek his guidance to establish the position and depth of the drainage pipe, etc.

Conclusion:

In the absence of a satisfactory resolution of the problems posed by the proposed access point which are listed below, the PC must **object** to this application and requests that it be refused.

- The vehicle access proposed with the application, and needed for such a major construction, would require a change of use and the permanent impediment of an existing and well used PROW footpath, the legal status of which is undetermined and the land on which it is located unregistered.
- The vehicle access proposed has insufficient space to comply with the Highways Officers requirement for a 5 metre distance from the curtilage and inward opening access.
- The application has not considered or taken measures to investigate the potential impact on the surface water flows and flood risk to other properties arising from the creation of the vehicle access point.
- The application has not considered or taken measures to investigate the potential impact on the drainage infrastructure which lies adjacent to and underneath the footpath and access roadway.

8.2 To Consider New Planning Applications

Reference Number	Application
232692	Wellington Court, Wellington – replacement of a modern staircase window and retention of two windows previously installed on west elevation (Listed Building Consent).

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Cllr Marron gave a comprehensive overview of the application and the following comment was agreed

Submission:

The applicant has an established track record of seeking expert opinion and careful assessment for changes proposed.

The applicant makes a reasoned case for the changes proposed but they do give rise to specialist issue as to the historic conservation issue.

The Parish Council has no relevant expertise in this area.

Conclusion:

The PC has no objection to this application and appreciates the design and heritage work included within it.

Reference Number	Application
232704	Green Farm, Wellington – proposed replacement of existing open-fronted store with new single storey extension to provide office and ancillary staff facilities

Cllr Marron gave a comprehensive overview of the application and the following comment was agreed

Submission:

This is a local business, although the development is self-contained and no additional employment will be generated, the presumption in favour of sustainable development should apply with some caution regarding arrangements to prevent flood risk and for proposals as to energy conservation.

Conclusion:

The PC supports the application but asks that as a condition of the approval the applicant provides satisfactory:

- details of the floor levels and surface water drainage arrangements
- details of building energy conservation mechanisms and materials

Reference Number	Application
232473	8 Wellington Court Barns, Wellington – proposed external flue and new internal log burner (Listed Building Consent)

Cllr Marron gave a comprehensive overview of the application and the following comment was agreed

Submission:

The application gives rise to a specialist issue of the balance of historic conservation with the requirements of a solid fuel burning device.

In this case, the height of the flue above the roof is proposed by the applicant to be substantially restricted to minimise the visual impact.

Raising the height would increase the visual impact adversely affecting the proposal.

The PC is concerned that the height and location of the flue outlet being proposed does not meet the normal requirements of the applicable regulations. The PC understands that these are that the flue must terminate more than 600mm above the roof ridge or apex.

Terminating at that height would make the flue pipe visible from a distance and over a wide area giving rise to concern at the visual impact of the proposal.

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The applicant has not provided any specialist technical advice confirming that the route and height of the flue proposed to minimise visual impact also meets the combustion and regulatory requirements.

The Parish Council has no relevant expertise with this potential conflict but considers it must be addressed prior to any approval.

Conclusion:

The PC has no objection to this application in principle on condition that, prior to any approval being given, the applicant provides definitive expert technical guidance that the route and height of the flue proposed satisfies all relevant current guidance and regulations.

Reference Number	Application
232577	2 Bridge Cottages, Bridge Lane, Wellington – tree works

Shirley Edgar (Tree Warden) has seen the proposed work and supports the proposals. On this basis the Parish Council supports the application.

Reference Number	Application
232920	Bridge Farm, Wellington – tree works.

Shirley Edgar (Tree Warden) has seen this and approved the work proposed. As it may affect the bank of the brook Jules Shaddick had referred it to RLIDB for comment. The comment will be submitted once a response has been received from RLIDB.

Reference Number	Application
232734	4 Parsonage Fields, Wellington – proposed single storey extension with a balcony area to the rear elevation.

Cllr Marron gave a comprehensive overview of the application and the following comment was agreed

Submission:

The PC has concerns that the application does not address the potential for increased surface water runoff, the overall energy efficiency of the built structure and the lack of clarity with respect to proximity to the boundary.

Conclusion:

The PC has no objection to this application but requests that the applicant provides clarification of the concerns regarding

- mitigation of the potential surface water run off caused by the increased built area,
- how the overall energy efficiency of the built structure meets the latest requirements,
- the lack of clarity with respect to the proximity of the structure to the boundaries of the property.

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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	Approved with Conditions
232276	4 Dernside Close – tree works	Approved
231688	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
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
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 any Other Planning Issues**Residents Concern over Condition of a Building in Bridge Lane**

A resident has been in touch to say they were worried about the condition of a building in Bridge Lane which they thought may be a Grade 2 listed building. It had been left to decay over the years and apart from now causing a nuisance to neighbours with overgrowing seedlings etc they were increasingly concerned that it may be a hazard for residents. They say the owner is removing stone from the plinth and there was no longer any warning about the risk of entering the structure which was open to Bridge Lane. On Cllr Crockett's advice this was forwarded to Debra Lewis who headed up the Conservation Team.

	<i>Response from Debra Lewis: We are aware of this building having visited the site last year. Further to recent reports that works have started again at the building, I have reported the matter to our enforcement team to request that the works are investigated.</i> After the meeting concern was raised from residents about The Ripples, a bungalow in Bridge Lane which it was said is in a very poor state of repair and is not only an eyesore to residents but potentially a safety hazard. This will be reported to the Enforcement Team for action. Update on Section 106 There was no further update. An update session has been arranged for December and information on how to join these sessions has been sent to all Cllrs and to Nigel Cooper.	Clerk
9.0	To Consider Highways Issues 9.1 A49 Issues Road Safety Issues on Dinmore Hill There was no further update. Resident's Concerns Regarding the Village Junction There was no further update. 9.2 To Receive any other Highway Issues Update on Mill Lane and Pavement Parking The police were continuing to monitor this. There was no further update. Deer Shooting Cllr Prince said that people walking in the woods should be aware that there were many wild deer which are in rut and which may be a hazard to walkers as during rut, male deers were aggressive. Cllr Prince had seen an entry on Deer Stalking UK website which showed a herd of deer on a meadow which he had identified as being in Wellington. The landowner had said there were no deer on the estate, only rabbits and pigeons but these deer were clearly visible, and the area was obviously a spot for poachers as shooting had been taking place. Cllr Prince would report this to the police. Cllr Marron said that during the Queenswood visit the Management Team had said they were going to pass on the details of the Deer Control Officer. No information had yet been received and the Clerk was asked to follow this up. Lengthsman Grant - The full amount of grant and match funding had been approved meaning that in total the Parish Council has £5,838 (£3,892 grant and £1,946 match funding from the Parish Council). The Clerk reported that Herefordshire Council were saying that, even though the grant was not approved until 6 months into the year, no retrospective invoices could be covered, meaning that all funding needs to be spent between now and March 2024. A lot of the activity included in DC Gardening regular invoices were not Highways related and so cannot be claimed. Cllr Prince would look into how the grant could be maximised. 9.3 Identification of Work to be Carried out and Any Other Issues Cllr Prince reported a tree which had fallen over, blocking Mill Lane. This had been reported to Balfour Beatty who came out some hours later, only to cut it back and leave it on the bank. It was finally removed. Resurfacing works will be taking place on the C1108 Village Street during the October half term to minimise disruption to the local primary school. The works will be taking place under a road closure, from Monday 30th October to (and including) Thursday 2nd November, between 9am and 5pm each day. A question was asked whether lorries coming out from Hayward Lane could turn right. It was noted there was an agreement with Tarmac that their lorries would not turn right on the A49 but there had been no agreement regarding Hayward Lane and no legal reason why lorries could not turn right.	BP Clerk BP

	A resident reported the streetlight outside of Tan House was not working. He was asked to email the number of the streetlight to the Clerk who would report it.	Clerk						
10.0	Report on Footpaths 10.1 Update on Footpath Maintenance Cllr Crane was not at the meeting and there was no report.							
11.0	Wellington Brook 11.1 Brook Officer's Report Jules Shaddick reported that the Himalayan Balsam had now been removed by the Green Team. Sewage Issue around Ford Meadow Area - The Management Team at Wellington Court Barns had been contacted regarding the Discharge Licence. Following the meeting the following response was received : <i>We are monitored by the Environment Agency, and from what I can establish this has been the case since these properties were built in 1998. We pay the Environment Agency twice a year, so I would think it was under their control to monitor. We have no concerns and have not had our attention drawn to anything.</i> Replacement of Ford Depth Marker – Phil Pankhurst had ordered a new depth marker and would fit it as soon as he was in receipt of it.							
12.0	Community Led Planning Group 12.1 Update on Projects and Activities Jen Jarrett was not at the meeting but had sent the following update Coffee Mornings and Libraries – these continue to thrive and are proving to be very congenial places for the community to meet and mix. 12.2 Speedwatch Jen Jarrett had been in touch with Stephen Bullock (West Mercia Police Speedwatch Co-ordinator) and had emailed the remaining volunteers with dates suggested by Stephen for training. Once replies were received this would be arranged. 12.3 Update from The Green Team The Green Team had been out and about tidying up the flower tubs through the main street ready for more plants. Shirley Edgar was not present at the meeting and there was no further update 12.4 To Approve any Expenditure <table border="1"> <thead> <tr> <th>Payment</th><th>Expenditure</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>BACS</td><td>Payment to Shirley Edgar for replacement soil, plants, bulbs etc for village troughs and Parsonage Fields</td><td>£148.43</td></tr> </tbody> </table> Resolved: Expenditure noted and approved.	Payment	Expenditure	Amount	BACS	Payment to Shirley Edgar for replacement soil, plants, bulbs etc for village troughs and Parsonage Fields	£148.43	
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13.0	Community Hub 13.1 Replacement of Wooden Fence in Car Park There had recently been at least 2 incidents of cars hitting the wooden fence when reversing out of the parking spaces. It was suggested that a metal or concrete post be installed at the end of the fence which was large enough to be seen by those reversing and also strong enough to withstand any damage if hit. This was agreed and would be passed on to Cllr Crane to progress. 13.2 Update on Community Lottery Project Cllr Crane was not at the meeting and there was no further update 13.3 Update on WiFi in the Parish Room Jen Jarrett was not at the meeting and there was no further update	Clerk SC						

	13.4 Relocation of Post Box As agreed at the September meeting the Clerk had put the proposal to move the Post Box to outside the shop on Facebook and had emailed it on the circulation list. No negative responses had been received and a number of responses had indicated support of the proposal. Cllr Crane had communicated this to the resident whose land the post box currently stood on. No further information was available but it was thought the move would be going ahead. 13.5 To Consider any Other Issues or Expenditure Cllr Parker felt there should be a proper inventory of equipment and assets held by the Parish Council as well as a definitive list of who held keys for the Parish Room cupboards and other areas. It was agreed Cllr Parker should take this on and manage putting together a full inventory. There was no expenditure 14.0 To Note the Information Sheet (October 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) 16.0 To Note Date and Time of the Regular Meeting of the Parish Council Thursday 2nd November 2023 at 7.30pm in the Community Centre. The meeting closed at 21.04 Signed  2nd November 2023 Chairman of Wellington Parish Council	KP
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