

WELLINGTON PARISH COUNCIL

Regular Meeting of the Parish Council held at 7.30pm
on Thursday 3rd October 2024 in the Community Centre

Item	Minutes	
	Present: Parish Cllrs: Mr B Prince (Vice Chair), Mr S Marron, Ms K Parker, Mr A Spittle, Mr C Williams Also in attendance: Mrs Chris Bucknell (Parish Clerk) and 4 members of the public 1.0 To Accept Apologies for Absence – Cllr Stephen Crane (Chair), Ward Cllr Pauline Crockett and Jen Jarrett (CLP Group) 2.0 To Receive Declarations of Interest There were no declarations of interest 2.1 To Consider Written Requests for Dispensations - There were no requests for dispensation 3.0 To Adopt the Minutes of the Regular Meeting of the Parish Council held on Thursday 5th September 2024 Resolved: It was noted that Cllr Marron's name had been omitted from the draft minutes. This would be amended. The Minutes were confirmed and signed by the Vice Chair. 4.0 To Receive Brief Reports 4.1 Ward Cllr Pauline Crockett Cllr Crockett was not present at the meeting. A resident said that someone in village in need of housing rang up Herefordshire Council to get on housing list, only to find the online system was down until the end of November and there did not appear to be any other way to register other than online. Cllr Marron added that there were a lot of other facilities that were available only online, for example the removal of large items of rubbish. 4.2 Update from Local Policing Team Adam Westlake had given the following update: <i>Since the September Parish Council meeting, there have not been any further reports of anti-social behaviour at St Margaret's Church, nor any additional reports of thefts from outbuildings. However, please note that if these were reported online, they may not have appeared in the searches conducted. In response to the concerns raised, we have stepped up patrols in the area to provide additional reassurance.</i> <i>Regarding the camper vans at Oak Tree Farm Nature Reserve, PC Rees has made us aware of the situation. At this stage, I am unsure of the options available to us, but I wondered if you are aware of any byelaws that could apply here. Is there signage in place around the area so that people are aware and to prevent future people camping there. Are there any registration of repeat offenders. This may help us determine the next steps.</i> Visits to the Community - <i>As part of the Safer Neighbourhood Team the Safer Neighbourhood Team are looking to be more visible in the community and would like to attend some local events, coffee mornings, clubs/ groups or regular meetings that are happening around the parish. It would be great to pop by on an informal basis, get to know people, and hear any concerns or suggestions they might have. If you're aware of any upcoming events / regular meetings where we could attend, please do let me know. It was suggested that a presence at the Coffee Mornings would be a good way forward.</i>	

	It was confirmed that there were no signs up at the Nature Reserve. Cllr Marron had contacted Herefordshire Wildlife Trust who confirmed there was no current plan to deal with the issue and they were waiting to see how the issue progressed. In terms of Byelaws, it is not a public site as it belongs to Herefordshire Wildlife Trust and was therefore not covered by any current legislation. Dog Walker Attack – it was mentioned that there had been attack on a dog walker and young girl involving two Alsations on the footpath at the side of the A49, the dog having slipped its lead. It was felt this should be brought to the attention of the Community Support Team and the Clerk was asked to pass it on. 5. Communications and Updates 5.1 Future Structure of the Parish Council Cllr Crane, the Chair, was not present at the meeting so this item was deferred until the November meeting. The Parish Clerk confirmed that she intended to retire at the end of the current financial year but was willing to stay long enough to have an effective handover with whoever took over the role. 5.2 Update on Play Area Paul Nicholas, Chair of the WCA had indicated that he wished to put forward his proposals for funding at the November meeting. The Clerk had asked that he circulate these in advance of the meeting so that Councillors could consider them. Paul Nicholas had asked about the position regarding VAT reclaim on the Play Area equipment. The Clerk had sought legal advice on this, and it seemed that the VAT could only be reclaimed was if the Section 106 money was paid to the Parish Council and it was not known if this was going to be the case. This was being followed up. 5.3 Parish Newsletter Jen Jarrett had indicated that this may be something that the CLP Group could input into. This would be followed up at the November meeting. 6.0 Open Time – to Note Matters Raised by Residents Relevant to the Parish Cllr Spittle had been contacted by parishioners who lived by The Birches, a property used for the support of children with special needs, who were concerned about the number of vehicles at the property. Cllr Spittle said he had counted 15 vehicles parked outside this property and in the lane, which was a serious hazard as no emergency vehicles would have been able to pass. Cllr Spittle had previously been notified that no more than 6 vehicles were at the property at any one time, but this had been disproved on a number of occasions and was causing concern. Ward Cllr Crockett was involved. 7.0 Financial Matters 7.1 To Receive a Report from RFO Bank Balances: Treasurer's Account £29,674.70, Business Instant Access £64,144.67. Income since the September Meeting October Shop Rent - £700 Interest - £54.48 Part 2 Precept - £13,250 7.2 To Approve Invoices Paid Since September Meeting <table border="1"> <thead> <tr> <th>Payment</th><th>Expenditure</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>BACS</td><td>Clare Lloyd cleaning of Parish Room Toilet and Foyer for August</td><td>£40.00</td></tr> <tr> <td>BACS</td><td>D C Gardening invoice SI-1997 Grounds Maintenance and additional work for August £560 + VAT</td><td>£672.00</td></tr> <tr> <td>BACS</td><td>nhbs invoice Q51658 3 x Hand Nets for River Fly Group £287.07 + VAT</td><td>£344.49</td></tr> <tr> <td>BACS</td><td>Ryan Kendrick invoice 0261 installation of 3 gates (Lottery Grant) £775 + VAT</td><td>£930.00</td></tr> </tbody> </table>	Payment	Expenditure	Amount	BACS	Clare Lloyd cleaning of Parish Room Toilet and Foyer for August	£40.00	BACS	D C Gardening invoice SI-1997 Grounds Maintenance and additional work for August £560 + VAT	£672.00	BACS	nhbs invoice Q51658 3 x Hand Nets for River Fly Group £287.07 + VAT	£344.49	BACS	Ryan Kendrick invoice 0261 installation of 3 gates (Lottery Grant) £775 + VAT	£930.00	Clerk Clerk
Payment	Expenditure	Amount															
BACS	Clare Lloyd cleaning of Parish Room Toilet and Foyer for August	£40.00															
BACS	D C Gardening invoice SI-1997 Grounds Maintenance and additional work for August £560 + VAT	£672.00															
BACS	nhbs invoice Q51658 3 x Hand Nets for River Fly Group £287.07 + VAT	£344.49															
BACS	Ryan Kendrick invoice 0261 installation of 3 gates (Lottery Grant) £775 + VAT	£930.00															

8.0

Payment	Expenditure	Amount
BACS	PKF Littlejohn invoice SB20242421 External Audit £210 + VAT	£252.00
BACS	Centrewire invoice OP/I028069 Gates for Accessible Footpath (Lottery Grant) £1,380.40 + VAT	£1,656.48
BACS	BGS Intelligent Door Solutions invoice SI1039079 Repair of Electric Door Swing on Automatic Doors £487.49+ VAT	£584.99
BACS	Clare Lloyd cleaning of Parish Room Toilet and Foyer for August	£40.00

Resolved: All Payments noted and approved

7.3 To Agree Payments of Outstanding Invoices

Payment	Expenditure	Amount
BACS	Clerk’s net salary Qtr 2	£1,387.20
BACS	HMRC PAYE related to Clerk’s Qtr 2 salary	£346.80
BACS	Clerk’s Expenses Qtr 1 and 2. Note percentage split between Councils has now reduced to 70% Wellington due to recalculation of 2024/25 Precept	£89.90
BACS	Clare Lloyd cleaning of Parish Room Toilet and Foyer for September	£40.00
BACS	D C Gardening invoice SI-2038 Grounds Maintenance work for September £330 + VAT	£396.00
DD	October Payment on PWLB loan £4,518.13 capital and £2 028.62 interest. This left an outstanding balance of £98,398.74. It was noted that this loan should be reviewed regularly to ascertain whether it would be advantageous to pay off a lump sum, although it was felt that with the current interest rates this would not be advisable.	£6,546.75

Resolved: All Payments noted and approved

7.4 To Note Conclusion of External Audit

The External Audit had now been completed with no significant issues. Thanks go to Gill Bullock for carrying out the Internal Audit.

7.5 To Agree Process for 2025/26 Budget and Precept Planning

The Clerk proposed that a year-to-date summary of the 2024/25 budget was presented at the November meeting with the aim of agreeing the 2025/26 Precept at the December meeting. This was agreed.

To Consider Planning Matters

8.1 To Consider Planning Applications Commented on Between Meetings

Reference Number	Application
242268	Ripples, Bridge Lane, Wellington – Two Conifers to be felled due to excessive shade and leaning towards adjacent stream. Removal is timely to avoid possible damage in the stream and adjacent property. Two ancient Hazel trees - to be coppiced to ground level.

Submitted Comment:

Removal of Hazel tree adjacent to the field – agreed as this is of poor quality and if the garden wall/fence is removed there would be a possibility it would lean further and fall into the brook.

Hazel tree nearer to Bridge Lane - Only the minimum work necessary, namely removal of smaller branches closer to the footpath, is agreed. Reason: This is untidy with many smaller branches close

Clerk

Clerk

Clerk

to the footpath. These could be removed to tidy it up and reduce the opportunities for them to snap and fall which would potentially obstruct the brook and increase any floodwater.

Conifers - Only the minimum work necessary agreed, as set out below. Reason: There is no “lean” of the conifers, only a low branch coming from one trunk which then grows directly upwards. We agree to the removal of that lower branch but do not consider it a necessity. The conifers are providing a habitat for wildlife. Although they create shade over the brook, kingfishers and other wildlife are regularly seen here. The conifers removal, it is believed, could cause a weakening of the bank side in the long term, once the roots, which are assisting in holding the bank together, die off.

8.2 To Consider New Planning Applications

Reference Number	Application
242424	Land to the rear of Wellington Court Barns - Application for approval of details reserved by condition 3 attached to listed building consent 232187.

Comments were not being accepted on this application

It was noted that the repair of the ancient wall and techniques and materials being proposed were eminently satisfactory and on this basis the Parish Council was very supportive of the proposals.

8.2 To Note Any Decisions/Notifications Received

Reference Number	Application	Decision
241863	241863 - Norton House, Wellington -proposed greenhouse	Awaiting Decision
241329	Land at Southwood House and land at Southwood, Dinmore - proposals to mount 10 photovoltaic panels on the south-end of the property.	Awaiting Decision
220769	Land East of A49, East of Haywards Lane - PENDING S106 AGREEMENT - Proposed extraction of sand and gravel and the restoration of the site to wetland habitats, formation of a new vehicular access from Haywood Lane, construction of silt/water management lagoons, weighbridge, weighbridge office (portable cabin), welfare building (portable cabin), perimeter screening bunds and construction of a mineral processing plant.	Awaiting Decision
233093	Wellington Quarry, Haywards Lane – approval of details reserved by conditions 11, 14, 17 attached to planning permission 224058.	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
220652	St Margaret’s Church, Wellington – proposed change of use from agricultural land to burial ground.	Awaiting Decision

Reference Number	Application	Decision
240856	Hill Cottage, Derndale Road, Wellington - Proposed partial demolition and extension of existing garage and erection of three cabins, change of use for retreats and holiday lets, domestic polytunnel, deer fence and ponds.	Invalidated
<i>This application had been temporarily invalidated and removed from the website. When the requested additional information has been provided it will be re-consulted on.</i>		
Update on Kingcup Cottage Jason Steeple had given the following update <i>After a recent visit to site, with complaints regarding potential business use activities, I can confirm that the site was clearing wood that was previously cut at the site following an application for an outbuilding, which was subsequently withdrawn. The only current application at the site would refer to the cottage for an extension and forms no link with the land behind. No breaches of planning have been identified in this case. No evidence of a business being run there. There are some site materials being stored there, to which the purpose is unknown. We would therefore consider the case closed.</i>		
9.0 To Consider Highway Matters		
9.1 A49 Issues		
There was no further update.		
9.2 Road Safety Issues on Dinmore Hill		
There were no further update.		
9.2 To Receive any other Highway Issues		
Concerns Regarding Vinery Corner		
There were concerns about the road priorities at Vinery Corner. Cllr Prince said the priority was from the village but there were no road markings and if someone was coming down the road they often cut the corner. Cllr Prince said he felt the layout was wrong and proposed that Ward Cllr Crockett contact someone from Highways to do a site visit. Phil Pankhurst had said that it was in the system, but it was felt this was taking too long and there was a high likelihood of an accident if this were not addressed soon.		
Community Speedwatch		
A past member of the Parish Council had questioned the 'illegal' 30mph speed limit at Auberrow mentioned at the September meeting, saying that in February 2020 the Parish Council had been notified that the Traffic Regulation Orders to legalise the 30mph limits and to extend the limit up through Auberrow to the crossroads had been approved. It was confirmed at the meeting that this was the case and there was a legal 30 mph speed limit at Auberrow.		
Cllr Prince said that the speed limit signage at Auberrow was covered by undergrowth and that, following a conversation with Phil Pankhurst, it appeared that Balfour Beatty could only clear the part around the sign and not the rest of the hedgerow which was the landowner's responsibility. It was noted that the Langfords had cleared the hedges on the boundary of their land.		
Update on Road Resurfacing		
At the September meeting it was noted that, throughout 2024/25, Herefordshire Council was investing £8 million into resurfacing parts of the county's highway network. This would include £5 million being committed to the A and B and a further £3 million for the C and unclassified road networks. Ward Cllr Crockett had confirmed that Mill Lane was included in the proposed work.		
9.3 Section 106 Funding for Highways		
At the September meeting Ward Cllr Crockett had talked about the Section 106 budget of £24,271.48 for highways work across Wellington Parish, asking for suggestions from the Parish Council as to what this funding could be used for. The following were suggested: road markings at		

Clerk

	Vinery Corner, road calming measures and additional road signs. This would be followed up with Cllr Crockett.	
10.0	Report on Footpaths 10.1 Update on Footpath Maintenance Cllr Prince had contacted Cllr Crane about the footpath at The Dingle which he felt was dangerous. The bank had given way, and the path was now very narrow and slippery with a sheer drop which could cause serious injury if someone were to slip. Some of the trees were very low and blocking the path. Cllr Prince felt the footpath should be closed until it was made safe. Cllr Crane had contacted the PROW Team but there had been no response to date. It was noted that the resident of the Vinery had cut back the footpath at back of Watermill, which was habitually overgrown. Cllr Prince felt this work had been done well and thanks were given to the resident. A new Parish Footpath Officers Scheme has been produced by Herefordshire Council. This had been passed on to Cllr Crane for action. 10.2 Update on Accessible Footpath Project Following on from the September Parish Council meeting, Jan Lyke and Jennifer Jarrett had been working with Richard and Jan Rees to replace the stiles on the footpath from the Ford Meadow Bridge along the Brook to Bridge Lane to make the path more accessible. 4 gates had been purchased with the remaining Lottery Grant and 3 of these had been installed under the supervision of Mr and Mrs Rees, replacing the kissing gate at the Bridge Lane end and the 2 stiles towards Ford Meadow. The 4th gate will replace the stile at the bottom of the blackcurrant field. It was understood that a site meeting may be needed to ensure that appropriate hard standing is provided, especially where water accumulates by the blackcurrant field and where the path slopes down to the existing kissing gate. The Clerk confirmed that the cost (less VAT) of the four gates and stock proof handles was £1,380.40. The installation of the 3 gates was £775 which meant that, overall, the remaining Lottery funding of £2,175.54 had been committed with a remaining balance of £20.14 which would be offset against the cost of fitting the 4th gate. <i>Post Meeting note: the 4th gate has now been fitted at a cost of £258.33 which means overall the Parish Council had funded £238.19 for the overall Community Lottery project of the accessible benches, renewed fencing and plants and planters at the Community Hub and the purchase and fitting of 4 accessible gates for the Footpath Project.</i>	
11.0	Wellington Brook Fallen Tree Behind Causeway Close A resident of Causeway Close has reported that a tree had fallen down, damaging his fence and he was worried that the tree may fall into the Brook causing a blockage. Cllr Williams went to see it and felt it was not a risk. However, the resident had been in touch again to say there was considerable debris behind his house and he was worried if there was high rainfall that this could cause a problem. He would like to arrange a site visit to look at the issues. It was felt that this was something that should be reported to the RLIDB for comment.	Clerk
12.0	Community Led Planning Group 12.1 Update on Projects and Activities Jen Jarrett was not at the meeting and there was no report. 12.2 Report from Green Team Shirley Edgar was not at the meeting and there was no report. 12.3 Wildlife Group Viv Quinn was not at the meeting and there was no report.	

13.0	Community Hub There was no further update and no issues	
14.0	To Note the Information Sheet (October 2024) and any other updates Resolved: The Information sheet was noted. There were no other updates.	
15.0	To Raise Issues for the Regular Meeting of the Parish Council (no discussion) There were no issues raised	
16.0	To Note Date and Time of the Regular Meeting of the Parish Council Thursday 7 th November 2024 at 7.30pm in the Community Centre. The meeting ended at 20.45 Signed  Chairman of Wellington Parish Council 7th November 2024	