



WELLINGTON PARISH COUNCIL

**Regular Meeting of the Parish Council held at 7.30pm
on Thursday 3rd July 2025 in the Community Centre**

ITEM		ACTION
	Present	
	Parish Councillors:	
	Cllr. C Williams (Chair), Cllr Crane, Cllr. S Marron, Cllr. K Parker,	
	Also in attendance:	
	Emyr Saer (Parish Clerk) and 15 members of the public including Ward Cllr Pauline Crockett, Jenni Gowan (Flooding and Infrastructure) and Jen Jarrett (CLP) and Shirley Edgar (Green Group)	
1.0	To accept apologies for absence:	
	Cllr. B Prince and Cllr. A Churcher	
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 June 2024	
	Resolved: The Minutes were confirmed and signed by the Chair.	
4.0	Receive reports	
4.1	Ward Cllr Pauline Crockett	
	<u>Ward report July 2025</u> <u>Herefordshire Council</u> Expressions of Interest have been requested for 'The Community flood equipment pilot scheme' these should be submitted to the Floodrisk Team via email floodrisk@herefordshire.gov.uk Applications for Micro Grants (up to £250) for Community activities has been launched, more information via Talk Community on HC website. Healthy Lifestyle drop in sessions start today (Thursday 3rd July) these are weekly events at The Living Room, Commercial Road Hereford until the 28th August. Health & Wellbeing Trainers will be on site – supporting Healthy eating/weight management, - Stop smoking and - Alcohol support	

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	<u>Locally</u> I have been liaising with Officers regarding 'works' at the Dingle WG27 these are ongoing and a solution is still required due to several complexities! I will continue to support the Parish to get this much used area fit and safe to use. Surface dressing continues in the County, 2 areas in this Parish, see streetworks note. Grass cutting has commenced across the Ward, any areas of concern/safety should be reported online. Please contact me via email Pauline.crockett3@herefordshire.gov.uk if you have any questions.	
4.2	Update from Local Policing Team:	
	None received	
5.0	Communications and Updates:	
5.1	Does the PC wish to have a wreath at poppy appeal	
5.2	Baton of Hope presentation to PC	
6.0	Open Time – to Note Matters Raised by Residents Relevant to the Parish:	
	Jan Lyke has asked if anyone knows of new residents to let her know so that welcome packs can be provided. Cllr. Willaims raised bonfires and asked parishioners to be mindful of neighbours when these are lit. Also raised the issue of A49 junction, which was an action for Cllr. Churcher last meeting – update next time.	
7.0	Financial Matters:	
7.1	To Receive a Report from the RFO:	
	Treasurer's Account £17,689.50 Parish Council Instant Access £64,144.67 Income since the June Meeting Shop Rent - £700 Interest - £8.40	

7.2	To Approve Invoices Paid Since June Meeting:																																						
	<table><tr><th>Payment</th><th>Expenditure</th><th>Amount £</th></tr><tr><td>BACS</td><td>Clerk Salary Q1 (inc Mar 25)</td><td>2,517.76</td></tr><tr><td>BACS</td><td>Deposit for flood defence for shop £700 + VAT</td><td>840.00</td></tr><tr><td>BACS</td><td>Direct 365 for waste disposal from shop toilet £185.32 + VAT</td><td>222.38</td></tr><tr><td>BACS</td><td>DC Gardening Services £700 + VAT</td><td>840.00</td></tr><tr><td>BACS</td><td>DC Gardening drainage works £2,900+VAT</td><td>3,480.00</td></tr><tr><td>BACS</td><td>Bank service charge</td><td>4.25</td></tr><tr><td>BACS</td><td>PIP Printing newsletter</td><td>243.74</td></tr><tr><td>BACS</td><td>Clear blocked drain at shop</td><td>120.00</td></tr><tr><td>BACS</td><td>WCA for Q1 room hire</td><td>54.00</td></tr><tr><td>BACS</td><td>Parish Room cleaning Jun</td><td>40.00</td></tr><tr><td>BACS</td><td>Tarmac – 10% match funding play area - Feb item 9.5 refers</td><td>1816.62</td></tr></table>	Payment	Expenditure	Amount £	BACS	Clerk Salary Q1 (inc Mar 25)	2,517.76	BACS	Deposit for flood defence for shop £700 + VAT	840.00	BACS	Direct 365 for waste disposal from shop toilet £185.32 + VAT	222.38	BACS	DC Gardening Services £700 + VAT	840.00	BACS	DC Gardening drainage works £2,900+VAT	3,480.00	BACS	Bank service charge	4.25	BACS	PIP Printing newsletter	243.74	BACS	Clear blocked drain at shop	120.00	BACS	WCA for Q1 room hire	54.00	BACS	Parish Room cleaning Jun	40.00	BACS	Tarmac – 10% match funding play area - Feb item 9.5 refers	1816.62		
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	Resolved: All Payments Noted and Approved.			Clerk																																			
7.3	To Agree Payments of Outstanding Invoices:																																						
	None																																						
7.4	Councillors to randomly review accounts																																						
	Clerk noted to the meeting that under current guidelines, at least two councillors should undertake a random review of the accounting records during the year at suitable intervals. It was resolved that: Councillor Williams would contact RFO to undertake such a review soon.			CW																																			
8.0	To Consider Planning Matters:																																						
8.1	To Note Planning Applications Commented on Between Meetings:																																						
	None																																						

8.2	To Consider New Planning Applications:	
	251502	Orchard End Care Home, Auberrow Road, Wellington. HR4 8AL. Proposed demolition of an existing conservatory and the erection of a single storey extension comprising of a new residents bedroom with en-suite, shared bathroom, dining room and lounge.
	Comments Submitted: The PC supports this application in principle but notes that the applicant has not addressed drainage, stormwater run-off or foul water disposal. The proposed development includes an additional bedroom and two bathrooms as well as extending the hard surfaced footprint of the building. Approval of a previous application was made conditional upon no surface water and/or land drainage being allowed to connect directly or indirectly with the public sewerage network. The PC requests any approval be conditional upon the applicant providing a clear satisfactory brief of the existing and proposed arrangements for drainage, stormwater run-off and foul water disposal.	
	251650	The Old Cowshed, Church Farm Barns, Wellington. HR4 8AZ. Proposed creation of a mezzanine floor accessed by a spiral staircase and accompanied by associated conservation roof lights.
	Comments Submitted: • the roof lights are constructed in profile, materials and style to be as minimally intrusive as possible within the existing roof line, that the roof lights in the open position must remain below the existing roof line and that the proposed size and construction of the roof lights may not subsequently be changed • the materials and construction techniques used for internal structural changes are designed to cause the minimum impact possible to the existing and remaining historic structures	
	251651	The Old Cowshed, Church Farm Barns, Wellington. HR4 8AZ. Listed Building Consent to proposed creation of a mezzanine floor accessed by a spiral staircase and accompanied by associated conservation roof lights.
	Comments Submitted: The PC approves of the application with conditions that • the roof lights are constructed in profile, materials and style to be as minimally intrusive as possible within the existing roof line, that the roof lights in the open position must remain below the existing roof line and that the proposed size and construction of the roof lights may not subsequently be changed • the materials and construction techniques used for internal structural changes are designed to cause the minimum impact possible to the existing and remaining historic structures	
251715	Little Orchard. Auberrow. HR4 8AJ. Proposed home office and craft room to replace existing garage building.	
Comments Submitted: The PC supports the application subject to conditions that • approval is conditional upon the development being permanently linked to subsidiary use by Little Orchard only and for purposes ancillary to the dwelling and incidental to the enjoyment of the dwelling house as such and not for the carrying out of any trade or business • the applicant shows a suitable scheme for screening along the boundary south of the development • the applicant provides a statement of materials and features to show the finished appearance is appropriate to the location • the applicant provides a lighting scheme which does not adversely impact neighbouring properties and limits any external lighting to intermittent operation only		

250301	Land adjacent to Graveyard, Wellington. Application for approval of reserved matters following outline approval/O (Proposed erection of 15 dwellings and construction of new access).
Cllr Willaims declared a non-pecuniary interest in this planning application, other councillors were happy for him to comment but not vote. Comments Submitted: The present proposals envisage a separate application for an attenuation pond for surface drainage located outside the application site. If an attenuation pond is a required component of this application, then the existing application's scope and limits should be extended to include whatever arrangements and areas are needed to provide the attenuation pond. The PC notes that the location of the attenuation pond for this development shown on the applicant's drawings would be near, and potentially influence, the drainage and water levels of the area of land covered under the application, P220652/N recently approved for an extension of the Graveyard burial ground. The OHA covering letter of 23rd Jan 2025 to the HC Planning Department states: Flood Risk <i>In light of updated flood mapping showing part of the site (including Plot 1) within Flood Zone 2, the affected terraced housing has been repositioned further south. The layout maintains existing ground levels and incorporates raised finished floor levels to mitigate flood risk.</i> The PC is unable to identify any change in the Finished Floor Levels, FFLs, shown in the drawings "Amended levels Strategy" dated 29th April 2025 as compared to those in drawing "Levels" dated Dec 2024. The PC notes that, whilst the applicant acknowledges the increased risk of flooding identified by the EA and has moved plots because of this, the proposed FFLs of 59.30 of plots 1, 2 and 3 and 59.40 of plot 14 are all below the level of 59.47 shown for the finished road surface at the western side of the entrance to the development from which any excess surface water from flooding would run. The PC considers that, if plots are to be sited adjacent to areas known to have already flooded or likely to flood in the future, - the finished floor levels should be elevated to at least a set minimum above the flooding levels forecast by the EA for the 30-year period. Herefordshire Council should set the minimum required "freeboard" for this and other future developments. - the construction of the ground floors and sub-surface works of the development should be made flood resilient from the outset. The PC notes that the amendments, (+/- 30mm), shown on the drawing "Amended Levels strategy" are significantly less than the stated tolerance shown on the same drawing of +/- 450mm for all levels within the development. Given the sensitivity of the entire site to flooding arising from general and individual levels, such a tolerance should be rejected and all levels, including proposed FFL's, be subject to rigorous control. The PC remains concerned regarding the flooding risks associated with this site, does not consider the present proposals adequately address those concerns and is unable to support the proposal unless and until its concerns are fully addressed.	
251825	Land at Buskwood Farm Hope-Under-Dinmore Leominster Herefordshire HR6 0PX Proposed demolition of an existing dwelling and the erection of a new self-build dwelling and associated works
Comments Submitted:	

	The location is outside but close to the Wellington Parish boundary. Wellington PC appreciates being given the opportunity to comment. The PC notes the resizing and the reorienting of the proposed development compared to the original building and has no objection to this given the size of the site and its separation from neighbouring properties. The PC appreciates the extensive and comprehensive nature of the documentation submitted with the application and welcomes the Passivhaus principle. The PC notes the scale of demolition and redevelopment entailed in the proposal. Whilst accepting the proposal to reuse some of the material, the PC highlights the unknown element of overall waste disposal which may be required and the limited capacity of the lanes accessing the site. The PC supports the application subject to the following conditions: • that access and usage of the PROW adjacent to the property is protected not only after construction but throughout the construction period. • that a waste management and material disposal plan for any material to be taken off site be developed with designated routes and loadings appropriate for the roads and locality							
8.3	To Note Any Decisions/Notifications Received:							
	<table><tr><th>Reference Number</th><th>Application</th><th>Decision</th></tr><tr><td>251573</td><td>Chiropodist Surgery, Marsh Farm, Wellington. HR4 8DT. Application for approval of details reserved by condition 1 attached to non-material amendment permission 250674</td><td>Approved</td></tr></table>	Reference Number	Application	Decision	251573	Chiropodist Surgery, Marsh Farm, Wellington. HR4 8DT. Application for approval of details reserved by condition 1 attached to non-material amendment permission 250674	Approved	
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8.4	To Consider any other Planning Issues							
	NDP Update – email from HC: We regret to inform you that the Ministry of Housing, Communities and Local Government (MHCLG) have announced that they are now unable to provide grant funding to support the production of Neighbourhood Plans going forward. This decision has been made because of the Central Government spending review. Herefordshire Council received no advance warning or communication of this announcement and are disappointed with this decision. This position has been confirmed in a statement from Locality, who have previously been fundamental in the support of Neighbourhood Plans and groups and in advising on the grant process. The statement from Locality can be viewed here Home - Locality Neighbourhood Planning. Neighbourhood Plans who are already in receipt of funding, approved by MHCLG before the end of March 2025, still have until March 2026 before their funding expires, however no new funding is available. We understand that this is a significant blow to the production of NDP's in Herefordshire and is very frustrating for all involved, particularly for those that have put so much time and effort into their Neighbourhood Plans over the years. Herefordshire Council had previously advised Parishes to hold production and review of their NDP's due to the update of the current Core Strategy Local Plan, then in the March 2025 LDS the announcement of the production of a New Local Plan 2025-2045 under the new LURA system was made. The decision to produce a Local Plan under the new system (Local Plan 2025-2045) was made because of the new mandatory housing target imposed by Government that was significantly higher than the growth that was previously planned for. The Council were not aware of funding cuts on the horizon for Neighbourhood Plans when this advice was issued. There are currently no other forms of funding available to support the production of Neighbourhood Plans. The Strategic and Neighbourhood Planning team will still be able to advise on Neighbourhood Plans where appropriate, however in line with the recent update to the Service Level Agreement (March 2025) we are unfortunately unable to provide the SEA / HRA assessments as a service. We will do our utmost to keep you updated on this matter and will closely monitor the situation. If you have any further questions, please either contact the Neighbourhood Planning team or Locality directly.							

	Point re Dursley Cottage wall	
	Letter from resident read out (having been previously circulated to councillors) and Mr Woodward was asked for comment, which he declined other than the content of his letter. It was resolved that: Details of where to access guidance on flood defences be added to next newsletter.	Clerk
9.0	To Consider Highway Matters:	
9.1	A49 issues:	
	Cllr. Churcher not present	
	Road Closure for C1121:	
	No further forward, Cllr. Marron apologised as has been engaged with other matters.	
	Community Speedwatch:	
	Nothing further to report at present.	
	To review any other Highway Issues	
	A49 junction as above.	
9.2	Update on Section 106 Funding for Highways:	
	Believed to relate to play area. Remove for future.	
9.3	Update on Lengthsman and Drainage Grant Works:	
	Brookside has been jetted but need to wait for camera view by BBL. Clerk reported that 2025-26 grant application now under way.	
9.4	Identification of Work to be Carried out and any other Updates:	
	Depth marker at ford now has a job number and work is awaited.	
10.0	Report on Footpaths	
10.1	Update on Footpath Maintenance:	
	Maintenance is ongoing. No grant is required as there is no capital to be spent.	
10.2	Update on Dingle	
	HC had advised matter was concluded. Cllr. Crane has viewed and it has not been completed satisfactorily. There remains a significant amount of detritus on the floor of the dingle, which will be forced into Bridge Lane or the drains there at the first major rainfall. Meeting has been arranged with HC, Ward Cllr. Crockett and Cllr. Crane to try and resolve the unsatisfactory position.	

11.0	Flooding Issues	
11.1	Update from Jenni Gowan	
	Can I begin by asking the Clerk to record my thanks to the distributors of the newsletter – Councillors Williams, Marron and Parker, the Clerk himself who went way above the call of duty, and especially all the volunteers that Jennifer Jarrett persuaded into action for the PC. The future of your PC newsletters depends heavily on their good nature. June was yet another month of total frustration on my part, hard on the heels of May - getting anyone at Herefordshire Council to answer anything was nigh on impossible. Quite what they expect us to do I have no idea – other than sit back and wait to be flooded again? On 17th June Cllr Williams and I met with Councillor Crockett and raised our concerns as everything is seemingly totally stuck without action or answers. The road closure scheme, CC's ditches, and most importantly the chance to make more points about the brook feasibility study and find out what is going to happen next. We met on 9th April to discuss the abbreviated report and haven't been given the opportunity since to discuss our questions or those raised by the full report. We are now waiting for new members of the flood risk team to study the historic documents and get back to us – on the basis that the team leaders Steve Hodges knows everything about Wellington this is only adding to the frustration as why didn't he just brief them. To be honest I am not sure how much more patient I can be on this! I chased on the drains work at Marsh and Brookside and was told last week that 'we are waiting to get the camera back there' – at least Mark Watkins from the BB drainage team is now responding to me! Thanks for Cllr Prince the drains on the main street were jetted this week but that is a different contractor. Meanwhile I have attended webinars run by Defra and the Environment Agency. Interesting stuff came out of the Defra one as they have a consultation running on their approach to funding flood hit areas – my questions to HC on this have been raised with Pauline. The EA one was interesting and as part of the break-out group sessions, I heard from one man in a community where they have installed flood sensor gauges along the lines that Mike Lyke and I investigated back in 2021 but couldn't get funding for. He reckons they are the salvation of his community. I am wondering if it is now something HC might fund and have raised this via Pauline. If this were to be something to think about, I would need help from a councillor as technically it is beyond me but again it would rely on residents wanting to be signed up to early warnings. What was clear from that session is that having a community flood plan, a Flood Action Group and flood wardens is one of the most effective ways forward, but we all know how that turned out in Wellington! At the last PC meeting the likelihood of running a joint event with Canon and Kings Pyon was raised. I did more research on this especially on how likely it would be to persuade suppliers of flood resilience equipment to come along. With negative vibes about this, we have put it on hold and are investigating getting the roving Flood pod to Wellington. It is Flood Action Week in mid-October and I have asked if we can have it on the weekend that starts as we are hopeful, we can get Mary Dhonau known as Flood Mary to support us. There might be an issue with parking if it is a football day but we could possibly consider having it on a Friday instead. More will follow on that as if we are going to go ahead it might not be able to wait until the September meeting for a decision so I will liaise with Emyr if anything needs action via the PC. There is no commitment yet forthcoming from HC. On that note, Pauline raised the point that the lack of contact back to me might be because I am not a Parish Councillor – although all the contacts I have know perfectly well the way I interact with the PC. We know that HC employees do not have to answer Parish Councillors but can't ignore Ward Councillors so maybe I am just another step further down the food chain. If that proves to be the case then someone from the PC should take over this work from me and I will step back as I do not want to hamper progress. I could well give up out of abject frustration so please give it some thought as for Wellington's sake we can't allow the same thing to happen as happened after the 2020 floods – nothing was done until the next flood in 2024. I don't think the Community Flood Equipment Scheme was mentioned at the last meeting – I had registered our interest as discussed, a couple of months ago and was expecting to hear more on it during June – another delay! However, it will be necessary for the PC to provide secure storage in a suitable location and have a management scheme in place to ensure the equipment is appropriately and distributed. Once out, if not returned, it will be up to the PC to re-stock at their cost, or not – whatever they decide. First step is to identify a location – at the shop? At the social club? And get a price for a secure shed that won't fall apart in flooding! Can I hand that back to the PC – firstly to agree to meet the expenditure and for someone to agree a location and	

	get costs. And to take on management of it? I will need to know sap so that if our request is accepted, we are able to go. Meanwhile Cllr Williams is sorting the ditch on Makin land at the Marsh (I checked with a resident today and nothing has been done) and I am waiting to hear from RLIDB on the situation on the bund at Bridge Farm as Anne-Clare has a meeting with the property owner in the next couple of weeks. We have at least made progress at The Vinery in getting a replacement fence to allow access by RLIDB into the brook at that point – it necessitated preparing a ‘statement and proof of need’ to satisfy the owner – who has agreed now to do the work and reminded us of all his previous good work for Wellington. Suffice to say I had no idea what I was taking on when I stuck my hand up for this!!	
12.0	Community Led Planning Group:	
12.1	Update on Projects and Activities	
	Nothing to report other than normal activities continue.	
12.2	Report from Green Team:	
	As above	
12.3	Report from Wildlife Group	
	As above	
12.4	To approve any expenditure	
	Request for various equipment totalling £74.37, Mrs V Quinn and Mrs J Jarrett to purchase and provide RFO with receipts for reimbursement. Approved.	Clerk
13.0	Community Hub:	
13.1	To Consider any Other Issues or Expenditure	
	Clerk advised that drain repair invoice received and Mr Williams confirmed the issue was in PC held area and is to review the position when next in Wellington to see if there is any remedial work required.	
14.0	To Note the Information Sheet (June 2025) and any other updates:	
14.1	Overhanging foliage/hedges	
	Hedge adjacent to The Old Boot needs addressing – Cllr. Williams to approach. Clerk notified that The Shambles resident had cleared on return from holiday and before matter was mentioned by PC.	
14.2	Caravan situated at 12 Parsonage Fields	
	The email from local resident was circulated to councillors prior to meeting and after debate, it was concluded that: The matter of the caravan on site should be pursued with the landlord as it is unclear if there is a planning infringement. If there is such an infringement, the matter should be referred to Herefordshire Council Planning Enforcement Department. The anti-social behaviour and suggested illegal activities should be referred to the Law Enforcement Authorities. Clerk to respond to resident.	Clerk
15.0	To Raise Issues for the Regular Meeting of the Parish Council (no discussion).	
	Flood week in Oct. Early start to Sept meeting for Baton of Hope presentation.	

16.0	To Note Date and Time of the Regular Meeting of the Parish Council:	
	Thursday 4 th September 2025 at 7.00pm in the Community Centre	Clerk
	The meeting ended at 21:42	
	 Signed (Councillor Williams): Chair, Wellington Parish Council 11th September 2025	