

Whitbourne Parish Council

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2nd November 2016

Dear Councillor

Notice is hereby given that an Ordinary Meeting of Whitbourne Parish Council will be held on Monday 7th November 2016 at 19:30 hours in Whitbourne Village Hall when the business set out in the agenda below will be transacted. Your attendance at the meeting is requested.

Yours faithfully

Jeanette Hill

Clerk and Responsible Financial Officer

Democratic Period/Question Time: An opportunity for parish residents to raise matters of interest or concern with the Parish Council. The structure of this session will be subject to the discretion of the Chairman.

AGENDA

1 To Consider any Apologies for Absence

2 Declarations of Interest

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature
- c. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest, which falls with the terms of paragraph 12(4)(b) of the Code of Conduct and who have not been granted a Dispensation, **must leave the room for the relevant items.**

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3 To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011). Written requests for the granting of a dispensation to be made to the Clerk.

4 Minutes of Previous Meetings of the Council

- i) To consider the adoption of the minutes of the Ordinary Meeting of Whitbourne Parish Council held on 7th July 2016
- ii) To consider the adoption of the minutes of the Ordinary Meeting of Whitbourne Parish Council held on 5th September 2016
- iii) To consider the adoption of the minutes of the Extra-ordinary Meeting of Whitbourne Parish Council held on 3rd October 2016

5 Progress Reports/Updates on matters considered at the previous meeting

6 To receive the report of the Herefordshire Councillor Nigel Shaw - For Information

7 Chairman's Report

- i) Dog fouling: environs of the village including the Playing Field and the Village Green
- ii) Litter/rubbish bins
- iii) War Memorial.

8 Reports by Councillors

To receive the reports of Committees and Working Groups and of Councillors representing the Council on outside bodies, to ask relevant questions, and to decide on appropriate action.

- i) Whitbourne village Hall Committee
- ii) Playing Field Committee
- iii) S106 Working Group.

9 Neighbourhood Development Plan

Update from the Vice-Chairman M. Williams.

10 Report from the local police officer – For Information

11 Planning

- a) To consider planning applications referred by Herefordshire Council for comment

Application: 163165

Proposal: Erection of 4 nos. glamping pods on raised timber decks set into existing topography and conversion of existing stable building into facilities building for associated glamping use.

Location: Land at Redhill, Tedstone, Delamere, Whitbourne. OS 369832, 257707

Applicant: Mr J Hutchings

Application: 161691

Proposal: Residential development of three dwellings

Location: Land opposite The Wheatsheaf Inn, Whitbourne

Applicant: Mr Peter Styles

Appeal reference: APP/W1850/W/16/3157904

Application: 163384

Proposal: Proposed works to Yew tree - crown reduction. Works to Trees in a Conservation Area

Location: Colbridge Cottage, Whitbourne. WR6 5RT

Applicant: Mr Martin Paul Lack

- b) To consider under the Scheme of Delegation any Planning Applications received between publication of this agenda and the Meeting

- c) Details of Decision Notices received

Application: 162444

Proposal: Conversion of an agricultural building to residential use. Retention of mobile home during construction works.

Location: Barn at Cider Mill Farm, Bringsty Common, Worcestershire, WR6 5UW

Applicant: Mr & Mrs Vyvian Price

Planning permission granted 28th September 2016

Application: 161954 – Listed Building Consent

Proposal: Proposed installation of boiler with external flue. Replacement of Oil Lifter with external vent

Location: Flat 5, Whitbourne Hall, Whitbourne, Worcester, Herefordshire WR6 5SE

Applicant: Mrs Jennifer Monaghan

Listed building consent granted 26th September 2016

- d) To consider reports of other “Planning” related Matters received by the Council prior to the commencement of the meeting

- i. Adoption of Supplementary Planning Documents (SPD): Affordable Housing Supplementary Planning Document (SPD) and Developer Contributions Supplementary Planning Document (SPD).

12 Highways and Byways

To receive reports of highways (roads & pavements) & byways (bridleways and footpaths) matters Lengthsman

- a) New issues to be reported to Balfour Beatty
b) Update on matters previously reported
c) To consider applying for Lengthsman or P3 (or both) grant funding (expression of interest form).

13 Finance

- a) Bank Reconciliation
b) Receipts
c) Payments: To receive reports of payments made and to consider payments to be made in respect of outstanding invoices and requests for payment.

14 Precept and Budget

- a) Requests for funding 2017/2018
i) Bringsty Common Manorial Court: request for funding (£200.00)
ii) Whitbourne Church: request for funding (£2,350.00)
b) To determine the Budget 2017/2018 (include election expenses)
c) To determine the Precept 2017/2018.

15 Annual Return for the year ended 31st March 2016

To consider the accounts for the Financial Year ending 31st March 2016 (2015/6) once they have been internally audited:

- a) To resolve to confirm the Annual Governance Statement 2015/16
- b) To resolve to confirm Approval of the Accounting Statements for 2015/16.

16 Correspondence for consideration and information

- a) To consider correspondence received between publication of this agenda and the commencement of the meeting
- b) Notification of HALC's Conference and AGM on Saturday 12th November 2016
- c) A survey looking at the availability of broadband in the two counties is being undertaken by independent researchers at the Royal Agricultural University (RAU) as part of the 'Evaluation of the impact of superfast fibre broadband in Herefordshire and Gloucestershire' and is due to be published in 2017
- d) BT consultation in relation to intended public payphone removals.

17 Items for inclusion on a future agenda

To report and request items for inclusion on future agenda; to have regard to items raised in public session.

18 Date of Next Meeting

The next Ordinary Meeting of Whitbourne Parish Council: date to be confirmed.

**Members of the public and press are cordially invited to be present
at the above meeting**