

# Minutes of Meeting of Whitbourne Parish Council held on 4th September 2019

## Attendance:

Present: R. James (Chairman); G. Cupper (GC); P. Wood (PDW); S. Knowles (SK); P. Davis (PD); C. Wier (CW); M. Clark (MC); T. Hunt (TH); J. Bromley (JB)

In Attendance: Ward Councillor Nigel Shaw (NS), K Phillips (Clerk). 10 members of the public.

### 1. Apologies for absence

No apologies received as all Councillors were present.

### 2. To receive declarations of interest

None declared.

### 3. To approve the minutes of the meeting held on: 14th August 2019

Proposed CW, seconded GC. All in favour. Approved.

### 4. Matters arising from above minutes

There were no matters arising.

### 5. To receive report from Ward Councillor

The Ward Councillor's report covered the following:

- Development has been paused on the Hereford southern link road. This decision is being called-in for scrutiny and its knock-on effect for the Core Strategy.
- The greenhouse gas report shows a 43% reduction. The target was 40% by 2020.
- There was a fatality on the Bringsty Bends. The statistics are looking poor for this stretch of road. NS will be investigating options in terms of signage and speed limits. NS will also chase HGV signs at the entrance to the village by the Wheatsheaf.

### 6. To receive the Clerk's report

- The Clerk noted that the finance open period had now closed.
- VAT had been reclaimed for 2018/19 and new reference numbers had been issued by HMRC. Previous VAT will now be claimed.
- The webmaster reports no concerns for the upcoming accessibility requirements.
- A letter concerning the precept has been received. Applications required by 31st December.
- Some potholes by Ardley meadows had been fixed, but the strip had yet to be addressed.

### 7. Financial matters

- a) To approve bank reconciliations to 31st August 2019
- b) To approve Income and Expenditure reconciliation to 31st August 2019

Items a) and b) were taken together. Proposed GC, seconded PDW. All in favour. Approved.

- c) To approve accounts for payment.

Clerk Salary Aug/Sep & HMRC PAYE, Clerk Expenses. Proposed SK and seconded JB. All in favour. Approved. Details of expenditure are contained in a table at the end of these minutes.

- d) To review 2019/2020 budget versus spend. No issues raised.

### 8. Planning

- a) Grant of premises licence - Crumplebury Ltd. Mr J Evans, representing the applicant, had emailed the Chairman setting out his reasons for the application. The Chairman read out the email for the benefit of Councillors and members of the public. It was proposed (SK) and seconded (GC) to open the meeting to the public. All in favour. The Chairman then opened the meeting to the public. It was noted that there had been previous planning conditions placed upon the original grant of development, in particular, sections 4 and 16 of planning permission no. 163902. These restricted the types of use of the building and allowable times for amplified sound and music (to cease at 23:00). Many members of the public voiced their objection to the licence, particularly with regard to noise pollution. In addition to residential concerns, there were holiday businesses in the area that advertised the peace and tranquility of the location to their customers. The Chairman then closed the meeting to the public. The Parish Council noted the strong public representation and considered that the original planning permission limits should remain. Any events outside these limits should be covered by a temporary event notices. It was proposed (SK) and seconded (CW) that the Clerk respond to the licensing authority noting the previous conditions and the objections as debated. All in favour. Decided.

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- b) Planning Consultation - 192786 - Barn at Cider Mill. It was proposed (PD) and seconded (MC) that this application be supported. All in favour. Decided.

### **9. To review ideas for future use of the Playing Fields**

Following an article in the Parish Magazine, there had been some suggestions for use of the playing fields and one offer of joining the committee. It was also noted that there had been an offer to Chair the committee from a recently retired Parish Councillor. TH will now provide the 'future plans' report to the Parish Council at the November meeting. The RoSPA audit was still awaited. Volunteers were still required for the secretary and 200 club roles. It was proposed (JB) and seconded (PDW) that the meeting be opened to the public to allow a report from a member of the Playing Fields committee. All in favour. The Chairman then opened the meeting. The committee member delivered the report noting that the Chairman had now stood down, the RoSPA audit was proving difficult to set up and will be at least 6 weeks before an inspection could take place. The money from the summer fete had yet to be received. The next meeting was to be at the end of September. The Chairman then closed the meeting to the public.

### **10. To review status of Village Hall Committee.**

A letter had been received from the Vice Chairman of the Village Hall Committee detailing the dwindling number of committee members and its ability to cope with the ongoing management of the hall. However, since the letter, several positive developments had occurred. CW provided a report from the last meeting which covered many process items and the establishment of a maintenance sub-committee. The sub-committee were to establish a 3-5 year development plan for the hall. It was suggested, although not confirmed, that a new Chairman had been found. CW would advise further.

### **11. S106 Projects**

- a) To review progress on agreed projects.

PDW reminded Councillors of the three projects agreed so far (Bus shelter and path, footpath opposite shop and a cycle rack at the village hall). We had also received confirmation from Herefordshire Council that the Parish Council could undertake its own works. A draft contract had been created covering these works, with the attendant specifications. The planned time scales for the works were for the bus shelter to be installed mid October to early November and the footpath early in 2020. It was proposed (GC) and seconded (CW) that the Clerk send the finalised contract to the contractor. All in favour. Decided.

- b) To determine next phase projects.

PDW tabled the options that had been suggested at previous Parish Council meetings. These were as follows:

- White lining through the village past the pub to create a pedestrian walkway and to some extent, moderate traffic speed in this area.
- A new crossing point from the new footpath noted above and the village shop.
- Entrance gates to the village
- A 'chicane' type system to moderate traffic speed into and out of the village by the shop.
- Speed indicator system (to show the speed of a vehicle as it enters the village)

Some of these measures were to address the speed of vehicles coming into the village. An 80th percentile speed assessment was requested and NS agreed to make enquiries.

### **12. To receive reports from the Village Hall, S106, Playing Fields and Manorial Court**

The Village Hall, S106 and Playing Fields reports have been covered under above agenda items. The Manorial Court will next meet on the 11th September.

### **13. To receive report concerning Woodland Trust activities in Whitbourne**

It was proposed (GC) and seconded (VW) to open the meeting to the public in order to receive the report. All in favour. The Chairman then opened the meeting to the public. A local resident briefed the Council about the condition of the two areas of land at the Glebe on bottom lane. The areas of land were overgrown and dark inside and therefore not conducive to attracting wildlife. It was reported that the area of land, now owned by the Woodland Trust was too small to be maintained by them. This meant that trees were overhanging the road and causing problems for passing

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traffic. PD volunteered on behalf of the Parish Council to take up the issue of maintenance of the areas with the Woodland Trust and Diocese as the land owners. PD would report back at the next Parish Council meeting. The Chairman then closed the meeting.

**14. To report village issues regarding road maintenance, clearance etc.**

- A tree had fallen down at the bottom of Church bank and had pulled down a BT cable.
- It was noted that not all potholes had been filled at Ardely Meadows.
- NS noted the Wheatsheaf planning application refusal for change of use as it had not been marketed adequately as a test of viability. NS will now chase up the remedial works enforcement letter.

**15. Public participation**

- Rosemore Grange. There had been no activity on this for over a year. NS reported that he had chased this but as yet had had no response. If he did not receive a response soon, he would escalate the matter.

**16. Items for future consideration**

- S106 next phase projects
- Woodlands Trust update
- Precept for 2020/2021

It was noted that the Chairman would not be available at the next meeting. JB would therefore Chair the meeting.

The meeting closed at 21:45.

<b>Cheque No</b>	<b>Expenditure</b>	<b>Payment</b>
300412	Clerk Salary (Aug/Sep 19)	£307.24
300413	Clerk HMRC (Aug/Sep 19)	£204.80
300414	Clerk Expenses (Jul/Aug 19)	£47.32
<b>Total</b>		<b>£559.36</b>

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Chairman – 4th September 2019