

# **Minutes of Meeting of Whitbourne Parish Council**

## **held on 5<sup>th</sup> July 2017**

### **Attendance:**

Present: R. James (Chairman); M. Williams (MW); A. Evans (AE); N. Knight (NK); C. White (CW);  
P. Wood (PDW); G. Cupper (GC); J. Cummins (JC)

In Attendance: K Phillips (Clerk), plus 4 members of the public

### **1. Apologies for absence**

Apologies received from J. Bromley and N Shaw.

### **2. To receive declarations of interest**

There were none.

### **3. Minutes of the Meeting: 3<sup>rd</sup> May 2017**

The date in the heading should be 3<sup>rd</sup> May 2017. The minutes were then approved (PDW/AE).

### **4. Matters arising from minutes of meeting: 3<sup>rd</sup> May 2017**

- Archive cupboard. No progress as yet. WADS would be approached.
- Telephone box adoption. Thanks were passed to PDW who had organised the telephone box repainted. Despite damage to the telephone handset, it had not been possible to accelerate the adoption of the box itself.

### **5. Receive report from CSO**

The CSO was unable to attend due to other policing matters.

### **6. To Receive Clerk's report**

- Playing fields risk assessments: It was unclear if these were continuing. The Clerk would contact the Chairman of the Playing Fields committee to establish the current situation.
- Grit bins: This was raised as part of the Annual Parish Meeting and needs to be progressed through the Parish Council. The Parish Council has agreed to pay for one (of two). It may be possible that S106 monies could be used for funding.
- Annual Parish meeting minutes: A statement for the Parish Council Standing Orders was to be drafted that provided powers to sign the Annual Parish meeting minutes at the next ordinary meeting of the Parish Council.

### **7. Finance**

a) To approve bank reconciliations to 1<sup>st</sup> June 2017

The bank reconciliations were proposed by MW and seconded by GC. Resolved.

b) To approve income and expenditure reconciliation to 31<sup>st</sup> March 2017

The income and expenditure reconciliations were proposed by PDW and seconded by NK. Resolved. The current expenditure against budget items was also tabled.

c) To approve accounts for payment (amounts shown in table below)

Clerk Net Salary Jun/Jul 2017– JC/NK. Resolved. Clerk HMRC Jun/Jul 2017 – CW/GC. Resolved. Clerk expenses May/June 2017 – AE/NK. Resolved. Grass cutting – PDW/MW. Resolved. Internal Auditor – NK/AE. Resolved. Insurance. Three year discounted option decided. MW/NK. Resolved.

### **8. To receive Ward Councillor's report**

In his absence, NS had provided a written report.

- Velo Birmingham had been re-routed and would not affect our area.
- Budget consultation is due and will run until the end of September.
- Dog control orders consultation. Due to close soon.
- Balfour Beatty are aware of the Parish Council's desire to get early access to S106 monies.
- Rosemore Grange: We await the revised report from the recent planning meeting. A brief report of this meeting was made by NK. The Chairman also read out the statement from Dr N Brookes, also present at the above planning meeting. The next meeting was to be the 12/7/2017 and NK was duly authorised to speak on behalf of the Parish Council. Proposed CW, seconded JC. Resolved.

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### 9. Planning and planning decisions

- a) 171473 – Tedney House. A prior submission of ‘no objections’ had been entered on the planning web site.
- b) 171931 – Cop Castle. As this was from our local County Councillor, this would have to be heard at a County Planning committee.
- c) 172005 – Old Whitbourne School. The Chairman proposed to open the meeting to allow public discussion. Proposed CW, seconded GC. Resolved. There was a short statement by the owners followed by some questions from the Councillors. The Chairman then closed the meeting. There was no objection to the application. Proposed MW, seconded NK. Resolved.
- d) 172066 – Boat Lane. It was noted that this was similar to the previous application. It is outside the settlement boundary and is not of high architectural design. The application contravenes policies LU1, LU3 and LU4 of the Whitbourne NDP and LD1 of the Core Strategy. Not supported. Proposed JC, seconded GC. Resolved.
- e) 161690 – Wheatsheaf Inn. The appeals have been dismissed. Concern was raised as to the condition of the building. The opinions of the conservation officer were to be sought.

### 10. Reports from subcommittees and working parties

- a) Village Hall. PDW had written a report that was to be published in the Parish Magazine. This includes increased bookings, and the results of a Community First ‘health check, which concluded:  
*“Whitbourne village hall is in good physical shape with many excellent management procedures and arrangements in place. This simple and worthwhile improvement projects identified are deliverable and fondle. The committee can be proud to be providing a hall that is so well-run.”*
- b) Playing Fields. The mats under the equipment need to be replaced. It has been determined that the fence on the boundary are the responsibility of the Village Hall.
- c) S106. No progress (but see report from NS above). An offer had been received to refurbish the bus shelter, however, this was put in abeyance pending the S106 discussion outcome.
- d) Manorial Court. Both Parish Councils concerned had now rejected the proposed 30 MPH speed limit on Bringsty Common. Barn owl and dormice boxes were being put in place. A refresh of the white lining on the roads over the common were suggested.

### 11. Adoption of Herefordshire Council Code of Conduct

This was agreed and adopted. Proposed JC, seconded MW. Resolved. The Clerk would organise training.

### 12. To report village issues regarding road maintenance, clearance etc.

Gullies blocked: 2 on stretch between Old Forge and Acreage, lower end of Stocking Lane, by lodge on C1066. Parish Notice Board: Chairman to progress. Authorisation to spend up to £100 agreed. Proposed AE, seconded JC. Resolved.

Potholes: By railings at bottom of Church Bank.

Tree at bottom end of Stocking Lane: Considered dangerous, especially during high winds.

### 13. Public participation.

A query was raised about the speed of broadband connection in the village. This was clarified by Councillors.

### 14. Items for future consideration

- Wreath for war memorial
- Funding of village hall bookings for CSO cyber security events
- Change of Standing Orders

The meeting closed at 21:05.

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<b>Cheque No</b>	<b>Expenditure 5<sup>th</sup> July 2017</b>	<b>Payment</b>
300335	Clerk salary Jun/Jul 2017	£397.95
300336	Clerk HMRC Jun/Jul 2017	£99.49
300334	Clerk Expenses May/Jul 2017	£59.97
300337	Lynn Butler (Internal Auditor)	£40.00
300338	Derek Williams – Grass cutting	£440.00
300339	Came & Co (Insurance)	£288.46
<b>Total</b>		<b>£1325.87</b>

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Chairman – 5th July 2017