

MINUTES of a meeting of Wellington Heath Parish Council held on Tuesday 29th March 2011 in the Peter Garnett Room, The Memorial Hall, Wellington Heath at 7.30pm.

PRESENT – P. Adams (in the Chair – PA) R. Hurley (RH) W. Hill (WH) J. Jones (JJ) H.Ransome-Williams (HR-W) J. Harrison (JH) and Cllr. R. Stockton (RS). Also in attendance was Kevin Reid.

MINUTES – The Minutes of the meeting held on 22nd February 2011 were taken as read, confirmed and signed by the Chairman.

DECLARATIONS OF INTEREST - None received.

PAYE/NI CONTRIBUTIONS – The Clerk advised on new Regulations received from HMRC reporting that it was now compulsory for the Parish Council to deduct Income Tax at 20% from the Clerk's salary at source, but advised that no top up of NI contributions were required.

RESOLVED – On a proposal by PA seconded by JH and carried, it was agreed to appoint Marion Griffiths to deal with the PAYE on behalf of the Parish Council at an annual figure of £50. per year, and a letter was signed to the Bank authorising them to reduce the monthly Standing Order paid to the Clerk by 20% to cover the amount of income tax with effect from April 2011.

PROGRESS REPORTS –

BUS SERVICE – WH reported that the bus driver had inadvertently overlooked to go down The Common one day which has caused some problems for Parishioners attending various appointments. However, an apology had been received. A flyer had been sent to various properties regarding the parking of vehicles on the bus route, and the bus stop at Floyds Lane had been gravelled rather than slabbed, as it was felt that this would be safer in the winter. Jeremy Newby advised there was no charge for labour, only for the gravel.

SAFE WALKING FOOTWAY – The Chairman advised there was nothing further to report regarding this matter, and that he would write an article for the Newsletter.

POOL PIECE GRASS & HEDGE CUTTING – Ledbury Fencing had reported there would be no price increase during 2011 for either the grass or hedge cutting at Pool Piece .

RESOLVED – On a proposal by JH seconded by JJ and carried the Clerk was to write accepting the Quotation of £25. per grass and hedge cut during 2011.

DOG FOULING – It was reported the dog warden had been in the area and that the problem appeared to be getting worse with the Geopark Way being a particular problem. JH agreed to speak with Richard Lee Buxton regarding the possibility of a web cam and also to ask the Dog Warden whether he had obtained any convictions for this problem elsewhere in his particular area.

POT HOLES – Clerk to report bad pot hole in the area of Pool Piece culvert.

SIDS – Following second survey, it appeared the PC did qualify for a SIDS. JH agreed to arrange a site meeting with RH and WH to establish the precise location of the equipment.

OAK TREE – PA advised he had nothing to report. The Clerk reported that Fiona Miles had advised the signs for Raycombe Lane and near the Oak Tree were on order and it was hoped they could be supplied out of next year's funding.

COMMUNITY INVOLVEMENT AT FARMERS ARMS – Nothing further to report with the previous manager, Susie, who had now left. Martin, the new lessee was settled in and it was now appropriate for an approach to be made to discuss the matter. A meeting would be arranged on a Monday lunchtime including PA, RH & WH.

ITEMS FOR CONSIDERATION –

NOTICE BOARDS – HRW stated he considered some of the boards in the area were in urgent need of refurbishment, and queried whether the one on the corner of Horse Road could be repositioned on the opposite side of the road near the bus stop.

RESOLVED – On a proposal by HRW, seconded by JH and carried, HRW agreed to prepare a Specification and obtain a Quotation from J. Newby and Ledbury Fencing for refurbishment of the notice board at the top of The Common and also to look further into the possibility of moving the existing one at the corner of

Horse Road into a position which would be more accessible.

PARISH MEETING – The Chairman commented that he wished the Parish Meeting to be more publicised in an effort to achieve better attendance. Various items were proposed for discussion at the meeting.

LENGTHSMAN'S CONTRACT – The Clerk reported receipt of a further Invoice for work carried out in March 2011 which had not been previously agreed.

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- **RESOLVED** – On a proposal by RH seconded by PA and carried, the Clerk was to write to the Lengthsman advising him that the Parish Council were not prepared to pay the March Invoice and that as his contract had come up for renewal from the beginning of the financial year, no further work should be carried out by him until his Contract had been discussed, and if considered appropriate, renewed. We were also to advise him that the Parish Council also proposed to obtain an alternative Quotation for Lengthsman services.
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- **CHANGES TO PLANNING CIRCULATION** – Clerk reported receipt of letter from Herefordshire Council advising that they were, in future, looking to forward planning applications electronically, which would mean changes to the way the Parish Council dealt with their planning applications.
- Clerk to return Questionnaire to Herefordshire Council to the effect that there is not scope at present for them to be electronically displayed during meetings. RS agreed to enquire whether Herefordshire Council proposed to supply Clerks with laptops to enable this to be put into effect.
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- **FINANCIAL MATTERS** –
- A transfer of funds slip was completed and signed by the Chairman and Vice Chairman for the transfer of £2,000. from the Treasurer’s Account into the Instant Access Account before the end of the Parish Council financial year.
- The following Accounts had been received for payment
 - W. Hill, travel expenses for HALC meeting £12.00.
 - Ledbury Fencing, first cut at Pool Piece £25.00.
 - The Clerk, expenses to 31.3.2011 £100.75.
- **RESOLVED** – On a proposal by JJ, seconded by RH and carried, these Accounts were approved for payment, cheques signed and original Invoices initialled.

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- **REPORTS from Various Committees** –
- **MEMORIAL HALL** – JJ reported that the play area was under discussion (***WH declared a personal interest***) to see whether planning permission was required; the sound system was being looked into, it had been decided not to proceed with solar panels, a new recycling bin was being obtained and that the event for the Royal wedding might be held in the Farmers Arms.
- **HALC** – WH reported she had attended the last meeting which discussed primarily the forthcoming elections, AV and the Localism Bill and advised that she would be unable to attend the next two meetings due to prior engagements.
- **NEWSLETTER ITEMS** – RH advised that the closing date was 14th April for the next Edition publication on the 1st May 2011.

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• **LITERATURE** – File for circulation had been handed to the Vice Chairman.

• **CORRESPONDENCE** – Letter from Herefordshire Council concerning the changes proposed to circulation of Planning applications, a letter from the new owners of Squatters Cottage thanking the Parish Council for their support and numerous letters regarding the forthcoming Elections.

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• **PUBLIC QUESTION TIME** – Mr. Reid questioned whether any further grit bins had been requested.

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• **ITEMS FOR NEXT MEETING** – Usual updates of outstanding issues, Notice Boards, Lengthsman services, Parish meeting. Community Involvement at the Farmers Arms and grit bins.

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- There being no further business, the Chairman declared the meeting closed at 9.50pm.

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NEXT MEETING - 26th April 2011 at 7.30pm in the Memorial Hall.

P. Adams

26/04/2011

Signed.....

Dated.....

Chairman