

Minutes of a meeting of Wellington Heath Parish Council held on Tuesday 30th September 2014 in the Memorial Hall commencing at 7.30pm.

Present – Cllrs. M. Low (in the Chair – ML) J. Jones (JJ) W. Hill (WH) and F. Rozelaar (FR). Also attending were Mr. & Mrs. Packman, Cllr.C. Attwood and the Clerk.

An apology for inability to attend the meeting had been received and was approved from D. Williams.

Minutes – The Minutes of the meeting held on 29th July 2014 were taken as read, confirmed and signed by the Chairman.

Declarations of Interest in items on the Agenda – none received.

County Councillor Report – Cllr. Attwood advised as follows

- 1) He had been appointed as Chairman of the Health and Social Care Group.
- 2) Neil James, the Locality Steward for the Area was reporting on a regular basis.
- 3) Hereford United in the hands of the Receivers, and that Herefordshire Council owned the ground.
- 4) Road repairs are being carried out to a far better standard.
- 5) Lots of research into Hereford University, particularly how it will be funded.
- 6) Following a query from FR regarding a Neighbourhood Development Plan, CA suggested inviting John Stock who is organizing the Colwall NDP to a Parish Council meeting.

Progress Report on Parish Plan – The Chairman handed round a list of what has been updated and Councillors went through items which had been done or were in hand. The Clerk was to advise BT that whilst the Parish Council wished to adopt the telephone box, they were unhappy with the restrictions on what can be done with it.

Progress Report –

- a) Vacancy on Council – Chairman advised there has been no interest in filling the vacancy on the Council, and FR agreed to write an item in the Newsletter stating that the Parish Council were considering a NDP but that full membership of the Council would be beneficial.
- b) Cluster Group – FR advised he had attended the latest meeting, and in future it was suggested the Group become more informal without a Clerk, and that member parishes would hold meetings in rotation providing accommodation at their own expense. He confirmed Balfour Beatty had talked about road repair work and also advised on the repair, replacement and filling of grit bins.
- c) NDP – FR reported on the status of adjacent Parish Neighbourhood Plans and that it may well take up to two years to complete a NDP for our Parish. Funding had now closed for the current year but another round of funding may be available in April 2015. Following discussion, FR proposed that he look into the expense, how long it will take and how long Herefordshire Council will continue to fund the proposal. This was seconded by WH and carried and he agreed to report back to the Council at the meeting in November.

- d) Swallow Farm – The Chairman advised that a meeting had taken place with Darren Hill attended by himself and Richard Hurley for an informal chat, as many residents unhappy about recent developments on the site at Swallow Farm. The number of signs on site had also caused concern and also the proposed camping and caravan site proposal. Herefordshire Council Enforcement Officer had visited the site and has requested a meeting with Darren Hill on site to consider all the issues as he had not been in attendance when the Enforcement Officer had inspected the site.

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Darren Hill had confirmed that he held the appropriate Licence to operate and that no more building would be done on the Ridge. It had been suggested that he write an item for the Newsletter to confirm the situation for the benefit of all local residents. The Enforcement Officer agreed he would report back to Parish Council with his findings once the meeting with Darren had taken place.

P3 Scheme – Monies received and various gates and equipment on order.

Lengthsman Scheme – Allan Wood remains as the Lengthsman co-ordinator and Richard Hurley will report back to the Chairman on a regular basis. Repairs to the steps from Floyds Lane down to the Farmers Arms were discussed under the Lengthsman Scheme and the Chairman agreed to check with both Richard Hurley and Herefordshire Council whose responsibility they were for repair and whether they could be refurbished by the Parish Council under the Lengthsman scheme and funds.

Items for consideration –

- 1) Adoption of Standing Orders and Financial Regulations – All Councillors were handed a copy of the NALC suggestions for Parish Council Standing Orders and Financial Regulations and it was hoped to adopt them as recommended at the meeting in November.
- 2) Finance meeting to agree Budget and Precept for 2015/16 – meeting to take place on 28th October at 8pm at Woodlands, Church Road. Clerk to let all Councillors have a report on expenditure to 30th September before the meeting.
- 3) Welcome Party to take place on 13th December 2014 in the Memorial Hall from 10.30am. Parish Council to provide drinks with Memorial Hall Committee providing food.
- 4) Refuse bins – new bins delivered in time for new collection schedule from November.
- 5) Electoral Registration process – new instructions in circulation regarding new registration details.
- 6) MHDC AONB Guidance for building plans – FR suggested Parish Council adopt these suggestions and that they be edited and incorporated in the Design Guide. This was seconded by WH and carried and FR agreed to put forward his suggestions for approval at the next meeting .
- 7) "High Shine" window cleaning – The Chairman said he had been approached regarding an advertisement in the Parish Newsletter. This had been agreed and he handed the Clerk a cheque for banking for £40 being the cost of the advertisement.

Financial – The Clerk advised the following Accounts had been received for payment –

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| • HMRC PAYE x four | £232.80. |
| • Lengthsman for July | £27.00. |
| • Lengthsman for August | £99.00. |
| • D. Darwood repayment of expenses re Pool Piece | £91.92. |
| • Clerk, 6 months pay increase and expenses | £181.73. |

On a proposal by WH seconded by ML and carried, these Accounts were approved for payment and cheques signed accordingly.

The Clerk reported that the Audit had been satisfactorily completed and that no serious questions had been raised regarding the contents of the Annual Return. There were however new guide lines for Parish Councils regarding depreciation.

Reports –

Memorial Hall – JJ advised meetings now taking place every two months, new staging due for delivery in September (but has not arrived) Halloween party on 31st October at 7pm, Fashion Show has been postponed, Pantomime at the end of November, Church Fayre on 6th December, Welcome party on 13th December, MacMillan morning on 26th November and that committee were considering increased charges for the hall.

Pool Piece – JJ advised nothing further to report. The Council had agreed to the maintenance contract between the Pool Piece Co-ordinator (Kevin Read) and the Council to maintain these grounds and to co-ordinate the small group of volunteers. A budget of £300 will be set aside per year for this purpose and can be used for various tasks at the rate of £10 per hour.

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Planning – Chairman advised one application for extension to kitchen at The Gables, Ochre Hill - neighbours had been consulted and no objections had been raised.

Correspondence included letters from Herefordshire Council regarding travellers sites document issues and options papers and request from Herefordshire Council for earlier submission for precept requests for 2015/16.

Literature – none received.

Public Question Time – two members of the public in attendance raised no queries.

There being no further business, the Chairman declared the meeting closed at 9.30pm. Next meeting to take place on 25th November 2015 with usual updates.

Signed..... M. Low Dated..... 25th November 2014.
Chairman.