



WESTON UNDER PENYARD PARISH COUNCIL

Annual

**Minutes of Parish Council Meeting held on Thursday 3rd May 2018
at 7.30 p.m. at Weston village hall.**

Present Chairman Linda Dunn, Rod Barker (Vice-Chair), Bryan Davies, Chris Morris, Deirdre Byrne, Martin Firman, Greg Weston & Paul Marshall

In attendance; Kath Greenow Parish Clerk

1. Election of Chairman

Linda Dunn was elected as Chairman

2 Election of vice Chairman

Rod Barker was elected as vice chairman

3. To receive apologies for absence.

Linda St Hill, Liam Kearns, Paul Marshall

4. To receive declarations of interest and written requests for dispensations.

The Chairman Linda Dunn declared a DPI on agenda item Planning 13.6 -Planning Application 180850 The Olde Shoppe – Weston Under Penyard Ross- on -Wye Herefordshire

5. Open Forum.

To receive the views of local residents on parish matters

No members of the public present

6. To agree and sign the minutes of Thursday 5th April 2018

It was **RESOLVED:** to agree and sign the minutes of 5th April 2018

7. Reports

7.1 Community Police report

No report.

8. Membership of working group

8.1 It was **RESOLVED** to appoint members to the following working groups

8.2 Finance:

Chairman Linda Dunn, Chris Morris, Deirdre Byrne

8.3 Planning:

Chairman Linda Dunn, Rod Barker, Martin Firman, Liam Kearns.

8.4 Footpaths Officer: Paul Marshall

8.5 Tree Warden.; Paul Rutter

9. Highways

9.1 To consider Highways issues for reporting to Balfour Beatty

Sections of the highway through the parish have a number of pot holes which are in need of attention. The road surface from Weston Hall at the end of the 40 mph limit needs resurfacing Concerns were raised with regard to a number of highway and tree issues, and the clerk was asked to chase these up with the

locality steward and to ask if he can meet with Cllr Davies

9.2 To consider commenting on Herefordshire Council (A49 Weston Under Penyard, U70205 Church Road, U70206 Whitehall Road, U702208 School Lane, U70208 Seabrook Place, U7020,8 Hyde Orchard U70209 Penyard Gardens, U70261 Mill Orchard, U7063 Hunsdon Manor Gardens, U70766 Weston Park & Aricium Place) (30mph speed limit) and Weston Under Penyard(40mph speed limit) order 2018

9.2 It was **RESOLVED:** that the Parish Council have no objection to the proposals

10. Lengths man

10.1 To consider work to be undertaken by the lengthsman

No work identified. Information on the Lengthsman's role and what can be done as part of the lengthsman work is to be put in the parish magazine and on the website

10.2 To consider draft contract for PC Lengthsman for 2018/19

Deferred to the next meeting

11. Footpaths

11.1 To receive a report from the footpaths officer and consider work required as appropriate.

No work identified

12. Weston Under Penyard CE Primary School

12.1 To consider commenting on the consultation document -

The Governing Bodies of Weston under Penyard CE Primary School and Whitchurch CE Primary School propose to form a hard federation of the two schools with effect from September 2018.

It was **RESOLVED:** that the Parish Council wish The Governing Bodies of Weston under Penyard CE Primary School and Whitchurch CE Primary School well in the proposal to form a hard federation of the two schools

13 Planning

13.1 To consider commenting on planning applications:

13.2 180972 -Land Adjacent Former Grain Store, Rudhall Mill Phocle Green, Ross -on-Wye Herefordshire

Description: Retrospective use of the land as car park for staff and vans

It was **RESOLVED:** that no comment would be made as the application was outside the parish

13.3 180973 -Land Adjacent Former Grain Store, Rudhall Mill Phocle Green, Ross -on-Wye Herefordshire

Description: Retrospective temporary use of the land for standing of 6 containers for temporary 12-month period

It was **RESOLVED:** that no comment would be made as the application was outside the parish

13.4 181171 Land at Lea Bailey, Opposite The Old Chapel Ross- on-Wye Herefordshire

Description: Outline application for proposed new dwelling and garage

It was **RESOLVED:** that no comment would be made as the application was outside the parish

- 13.5 180897 Rudge House Farm, Rudge Pitch Ross-on -Wye
Description: Proposed extension of boundary wall, proposed ménage/ exercise area and demolition of existing dilapidated building to be replaced with new tack room/store
It was **RESOLVED**: that the parish council support the application and that HC should ensure that this application is for personal use only. A bat survey should be carried out

At this point in the meeting The Chairman Linda Dunn left the room

- 13.6 180850 The Olde Shoppe – Weston Under Penyard Ross- on -Wye
Herefordshire
Description: Proposed construction of single storey extension to form ancillary accommodation for an elderly dependant relative
It was **RESOLVED**: that the Parish Council have no objection to the application

The Chairman Linda Dunn re-entered the room

14. Finance

- 14.1 To note end of year accounts 2017/18 have been submitted to internal auditor noted
14.2 To complete & Chairman to sign declaration of exemption form under section 9 of the Local Audit (Smaller Authorities) Regulations 2015
It was **RESOLVED**: to complete & Chairman to sign declaration of exemption form under section 9 of the Local Audit (Smaller Authorities) Regulations 2015
14.3 To consider invoices for payment:
Came & Co – Annual Insurance cover £285.60
14.4 To note bac's remittance of first precept payment 2018/19 as £6250.00 noted

15. Delegated Authority to The Clerk

- 15.1 To consider delegating devolved power to the Parish Clerk to spend up to £500.00 in between meetings on items such as payments to authorised contractors, HMRC payments and other urgent matters. Deferred to next meeting

16. General Data Protection Regulations

- 16.1 To consider approval and adoption of General Data Protection Regulations policies
It was **RESOLVED**: to approve and adopt the following policies as required under GDPR
16.1a Personal Data Management and Audit Policy
16.1b Privacy Policy
16.1c Subject Access Policy
16.1d General Privacy Notice
16.1e Privacy Notice - for staff*, councillors and Role Holders**
16.2 To Consider registering the Parish Council's interest with HALC's proposed shared DPO scheme
It was **RESOLVED**: to register the Parish Council's interest with HALC's proposed shared DPO scheme

17. Trees

- 17.1. To receive a report from the tree warden and consider any action required. No report

18. Parish Projects reports

- 18.1 To receive verbal reports on the following parish projects and consider any action
18.2 Road safety- SID update. The Clerk was asked to chase up Balfour Beatty concerning the speed survey
18.3 Community right to bid nothing to report
18.4 Service & Facilities –

18.4a To consider interest received concerning club / activities for parishioners of the Parish. Nothing to consider

18.5 Sustaining Rural Environment-
Nothing to report

19. Parish Council Booklet

19.1 To receive an update on proposals for a Parish Council booklet

Cllr Firman asked Cllrs to send him information requested for the booklet

20. Correspondence

20.1 To note correspondence received a request for a finance report and a copy of the budget from a parishioner. The clerk advised that the budget was available on the Parish Council website. At present the Clerk was not able to provide a finance report as all financial information, end of year account were with the internal auditor. The Clerk had advised the parishioner that all financial expenditure is minuted.

21. Items raised for next agenda (no discussion)

Update of Standing Orders and Financial Regulations

22 To note date of next Meeting as Thursday 7th June 7.30pm Weston Village Hall - noted

Signed .



Dated7.6.18.....

Linda Dunn

Chairman

13.7 IT WAS RESOLVED TO REQUEST A FREEDOM
OF INFORMATION REQUEST TO HC ABOUT
THE SIGNING OFF OF NUMEROUS CONDITIONS
RELATING TO THE UPPER WESTON APPLICATION
L.N.D.L.