

WESTON UNDER PENYARD PARISH COUNCIL

Minutes of the meeting held on Monday 6th June 2016 at 7.30 p.m. at Weston Village Hall.

PRESENT:- L Dunn, B Davies, L Kearns, C Bailey, D Byrne , C Chinn arrived 8.05

CLERK: L New

ATTENDING :- P Marshall ,

1. To receive apologies for absence. R Barker , G Weston
2. To receive declarations of interest and written requests for dispensations.
NONE received
3. Minutes of Last meeting - To approve and sign the minutes of the meeting held on May 9th 2016. Approved with amendments
4. Open Forum – To hear views of local residents on parish matters.
No members of the public present.
5. To receive progress reports on action points requested in the last minutes
 - 5.1 Lengthsman – Meeting with HM lengthsman. Terry Griffith's attended the meeting, described his work, company capabilities, Health and safety policy .LD stated that the PC would look at work that is required, and had requested that locals comment on requirements. Council agreed to review and discuss at the next meeting. B Davies requested Clerk invite Wayne Reed – WUPC's current lengthsman- to review the position.
 - 5.2 Lengthsman – update as to work requested on "the bridge" – work authorised, not completed.
 - 5.3 Defibrillator - ~~R Barker~~ - Proposals
 - 5.3.1 That the Council will contract with the Community HeartBeat Trust for the provision of defibrillators in the parish, training and ancillary matters. CB proposed, BD seconded. Approved
 - 5.3.2 That the red telephone box next to The Olde Shoppe in Weston village should be made available for the installation of a defibrillator. Approved
 - 5.3.3 That Rod Barker on behalf of the Council should apply to The National Lottery for a grant . Approved
 - 5.3.4 That the Council will provide up to £1,000 towards the installation of defibrillators in the parish. **APPROVED**
BDavies commented that we should aim for 2 in the Parish.
B Davies / C Bailey commented that the Parish Council still have the option to increase the funding as noted at 5.3.4
 - 5.4 Notice Boards update – L Dunn commented that notice board has been purchased. Payment approved. £154.80
 - 5.5 Website update – L Dunn has discussed with Dale at ABOVEIT who would revamp the website for £250. This would become a village / community website/ Parish project. L Dunn commented that as the website already exists it should be used. The website was paid for under a grant.
C Bailey commented that the website should just be for the Parish council, and the Weston News website be used for community items.
Comment that there are some in parish who feel the cost of £250 would be excessive and proposes that C Chowney who prepared the HM website for free, should create a WUPC website, C Bailey commented that the Clerk should be maintaining the website. This was agreed.
CC proposed that the PC keep existing website, for it to be revamped as per L Dunn proposals, and training to be given to the Clerk. B Davies Seconded
In favour :- C Chinn , D Byrne, L Dunn , L Kearns, B Davies
Against :- C Bailey
 - 5.6 Potholes – some have been filled. Note to be put in Weston News regarding reporting pot-holes- to the Herefordshire Council "report a pothole" page.

5.7 **Classes to be offered** – Defer report to next month

5.8 **Footpaths Officer – proposals that** *resolved approved*

5.8.1 **That the appointment of Paul Marshall as Footpaths Officer is confirmed.** CB Proposed, LD seconded. P Marshall confirmed his acceptance of the position

5.8.2 **To discuss his role as Footpaths Officer,** P Marshall commented that he doesn't cover all the footpaths in the Parish so relies on reports from members of the public.

5.8.3 **To request a report on the repairs required at the meeting on 11th January in response to the report submitted by footpath walkers.** This report had been sent to Balfour Beatty as requested in the training event attended by P Marshall

5.8.4 **To request the Footpaths Officer to make suitable arrangements forthwith for remedying the defects on the paths indicated in the footpath walkers' report dated 31st May.** P Marshall confirmed that he had not received the updated report. Clerk to forward, and P Marshall to review and best endeavours to report back at next meeting

6. To Receive reports from appointed officers on Parish matters

6.1 **Road safety R Barker / L Kearns** - L Kearns commented that feedback on the report is required. C Chinn commented that the gate is a good idea, B Davies suggested that the Council waits to implement any of the findings until after the new development's are completed.

Clerk to contact Balfour Beatty regarding comments in the road safety report

6.2 **Community right to bid – C Bailey** - Nothing to report

6.3 **Services and facilities D Byrne / G Weston / B Davies** Litter Pick organised for June 18th / 19th. Parish Council would receive the necessary equipment.

6.4 **Sustaining Rural Environment C Chinn/L Dunn** – Nothing to report

6.5 **Footpaths - Paul Marshall footpaths officer (see above)**

7. **Rights of Way- C Bailey** commented that, if anyone wishes to make a claim to establish a new right of way in the parish, that person must take full responsibility for preparing all aspects of the case and for submitting the claim to Herefordshire Council without the Council being liable to support the claim or for its preparation in any way or to any extent at all. Noted.

8. Tree Officer proposals

8.1 **to appoint Paul Rutter as tree officer** – C Bailey Proposed / L Dunn seconded. *APPROVED*

8.2 **to ask him to ascertain from Herefordshire Council whether tree preservation orders might be imposed on the trees screening the south side of the garden at Upper Weston from the A40 road (the site of planning application 153792 since refused).**

Clerk to email P Rutter regarding 8.2

9. Financial Matters

9.1 **To Review and approve Clerks contract of Employment.** C Chinn/ D Byrne noted that the contract is lacking. It was proposed that the HALC contract be adopted and that the Clerk chase for a revised contract from HALC. *APPROVED*

9.2 **To Review Detailed spend year to date** – no comments

9.3 **To receive update on the PAYE registration** - completed

9.4 **To approve Clerks timesheet and payment of salary £271.67** Approved

9.5 **To Approve Clerks expenses £20.30** / Clerk offered to remove the travel element – revised £7.70 approved

9.6 **To review the Accounts pack / Audit report** - still at HALC – review next month

9.7 **To Review and approve the Councils Insurance renewal 2016/17 £ 288.16** Approved

9.8 **Proposal that the Clerk is authorised to purchase a large scale map of the parish of Weston under Penyard** – Map already obtained / only frame to be purchased. Approved.

10. To review The Parish Council Policy for Planning Applications between meetings and establish planning groups proposals

10.1 **That the policy is adopted and**

- 10.2 That power be delegated by the Council to the Clerk to submit comments to Herefordshire Council on planning applications received between meetings of the Council which cannot wait for the next meeting of the Council due to time restrictions.

L Dunn proposed that the policy is refused. Review deferred for next meeting

11. To review The Parish Councils standing orders – Deferred to next month

12. To note the Planning applications received since last meeting

- 12.1 161269 – Penyard Holt – 2 detached dwellings

13. To Review the neighbourhood plan

- 13.1 That it is noted Herefordshire Council formally adopted the Weston under Penyard Neighbourhood Development Plan on 20th May 2016

- 13.2 That the Steering Group is now dissolved

- 13.3 That the Council thanks those who served on the Steering Group for all their hard work and outstanding achievement.
Steering group is now dissolved.

14. Correspondence received and distributed

Requests for work by the Lengthsman

15. Other matters for consideration – None.

16. Items for next agenda

- 16.1 Meeting with lengthsman

17. Date of Next meeting 4/7/16

Sept 5th 2016

Oct 3rd 2016

Nov 7th 2016

Dec 5th 2016

Jan 9th 2017

March 6th 2017

April 3rd 2017

May 8th 2017

Meeting closed at 9.33

Point to Note : Queens 90ths Birthday tea at 3:30 in the village hall Sunday 10th July

L.P.D.~
4/7/16.