

WESTON UNDER PENYARD PARISH COUNCIL

Minutes of the meeting held on 7 March 2016 at Weston Village Hall

PRESENT S Lewis (Chairman) L Dunn B Davies R Barker L Kearns G Weston C Chinn D Byrne C Bailey

ATTENDING K Shilton (Clerk) 3 members of the Neighbourhood Plan Steering Group

1. OPEN DISCUSSION FOR THE PUBLIC Not required

2. NEIGHBOURHOOD PLAN STEERING GROUP UPDATE AND PROPOSALS TO ADDRESS FUTURE PLANNING APPLICATIONS

M Dawson Chairman of the Neighbourhood Plan Steering Group confirmed that the adoption of the Plan by Herefordshire Council will take place on 20 May 2016.

The main funding of the Plan has been obtained through grant applications with only approximately £1000.00 required from Parish Council funds.

Proposals to address future planning applications

Reference was made to the draft proposal circulated to all Council members and the flow chart circulated at the meeting.

Following discussion it was resolved that a working group would be formed of 3 Council members and 1 qualified member of the Parish. The working group members would be decided at the April 2016 Parish Council meeting. These resolutions were agreed by all members present being proposed by C Bailey and seconded by L Dunn.

The meeting was minded that following the adoption of the Plan the Steering Group would be dissolved.

C Chinn highlighted that although the Plan was very comprehensive for housing it was limited regarding business coverage and agricultural buildings.

The Chairman thanked once again the Steering Group for all their work and efforts to achieve the adoption of the Neighbourhood Plan.

2. APOLOGIES

The Chairman reported that J Duthie had resigned from the Parish Council. The Chairman reminded the meeting that a new Tree Officer would now be required. C Chinn will contact a resident for possible consideration.

3. DECLARATIONS OF INTEREST

Chairman S Lewis declared an interest item 10 / Parking Village School / which was recorded in the register.

4. MINUTES OF THE MEETINGS HELD ON 11 JANUARY 2016 17 FEBRUARY 2016 AND 19 FEBRUARY 2016

These were agreed and confirmed and signed by the Chairman.

The Chairman thanked the Clerk (as did the previous Chairman D Herrod) for all his work on behalf of the Parish Council and the Parish.

5. ACTION POINTS FROM THE MINUTES

Red Telephone Boxes. New use for a defibrillator. R Barker continues to make investigations including funding routes and will prepare a report for all members for the April 2016 meeting.

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Dairy Cottages lighting. The Clerk reported that the Housing Association had confirmed that they have now fully adopted the lighting and it is included in their assets.
Previously reported footpaths (Section 14 Minutes 11 January 2016) it was confirmed these matters had been reported to the Footpaths Officer who was in contact with Balfour Beatty.

6. REPORTS FROM APPOINTED OFFICERS None received.

7. FINANCIAL MATTERS

L Dunn circulated at the meeting a financial review of the costs and funding of the Neighbourhood Plan Development. It was agreed this would be fully considered at the April 2016 Parish Council Meeting giving members the opportunity to study the report. The report also needed to be revised on some matters with the assistance of the Clerk.

Payments related to the Neighbourhood Plan

Printing of the Plan £119.00 and £119.00

Colour leaflets £72.00

Steering Group expenses £39.07 and £114.53

Payments related to the Parish Council

Election costs May 2015 £52.40

HALC subscription £638.25

Clerk fee £34.00 Administration £52.50

Travel £40.50 Expenses £3.78

8. PLANNING MATTERS AND APPLICATIONS

153792 Upper Weston planning application/adequate tree screening/reference email C Bailey 18 February 2016.

It was agreed to wait for the appointment of a new Tree Officer to take this matter further.

10. PARKING VILLAGE SCHOOL AREA

The Chairman reported that the Head Teacher at the School had recently sent a further letter to all parents urging them to use the Church car park or the Village Hall car park. It was generally considered little else could be done.

11. NOTICE BOARDS

It was agreed that L Dunn would obtain a quotation for a replacement board at Lea Bailey.

The Clerk will make follow up with the Lengthsman to re-furbish the board opposite The Weston Cross.

C Chinn requested that the Clerk also follow up with the Lengthsman the quotation for repairs to the footpath bridge.

12. WEBSITE PROPOSALS FROM THE APPOINTED WORKING GROUP

All members had been circulated with the report from the working group (C Bailey R Barker D Byrne) prior to the meeting.

Following discussion it was agreed that L Dunn would prepare a specification and discuss this with the present website provider AboveIT to convert the present website to a Parish Council website and instruct Council members how to manage it. It was agreed L Dunn would report the results to Council members for consideration, together with the estimated costs prior to the April 2016 Parish Council meeting.

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It was further agreed that in the meantime C Bailey and R Barker were the authorised persons to work with J Smart on material input for the present website.

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13. PARISH PLAN PROJECTS UPDATE

C Chinn reported that the Sustaining Rural Environment Group had held their first meeting. Copy of the email 21 February 2016 will be distributed to all members.

14. RECOGNITION OF THE NEIGHBOURHOOD PLAN

This will be discussed at the April 2016 meeting.

15. CORRESPONDENCE RECEIVED AND DISTRIBUTED

Royal British Legion reference the condition of the Lea Standard. The meeting agreed that L Dunn and R Barker would respond on behalf of the Parish Council. Hunsdon Manor dangerous tree branch. The meeting considered that this matter had now been resolved. C Bailey agreed to investigate the matter further for clarification and inform members of the final outcome.

16. OTHER MATTERS FOR CONSIDERATION AND NOT REQUIRING A FINANCIAL DECISION

Further new potholes were reported on Rectory Lane / the road Bollitree to Rudhall and at Dairy Cottages. The Clerk will inform Balfour Beatty for inspection and action.

17. ITEMS FOR THE NEXT AGENDA

No new items were reported.

NEXT MEETING TO BE HELD ON 4 APRIL 2016 AT 7.30PM AT WESTON VILLAGE HALL

The meeting started at 7.30pm and ended at 9.30pm

Signed



Chairman

In the absence of Chair &
Vice Chair.
CNE.

Date 4/4/16.