

WESTON UNDER PENYARD PARISH COUNCIL

Minutes of the meeting of Weston under Penyard Parish Council held on Monday 3rd October 2016 at 7.30 p.m. at Weston Village Hall.

PRESENT:- L Dunn, C Bailey, R Barker, G Weston, D Byrne, P Marshall, CMorris

CLERK: L New

1. Apologies for absence received from L Kearns and B Davies

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

None were received

3. Minutes of Last meeting on September 5th were approved with no amendments

4. Open Forum – To hear views of local residents on parish matters

There was only one local resident present, who spoke at item 15.1.

5. Council matters

5.1 Councillor Training - possible dates were reviewed for Lynda Wilcox at HALC to provide councillor training. 22/11 is the preferred date. Request for 7.00pm start. Councillors requested to email Clerk regarding topics requested.

5.1.1 No further training on the list that HALC provided was required.

5.2 Councillor resignation. Linda Dunn reported that Catherine Chinn has resigned as councillor. All passed a vote of thanks to her for her many years of valued service to the Parish.

Clerk to contact Electoral Services regarding an election for a replacement.

Deidre Byrne pointed out that engagement is low. Linda Dunn explained that Council meetings attract few visitors.

Deidre explained that the council is poor on self-promotion. Request for a new councillor to go in the next Weston News.

6. Lengthsman – List of work required was reviewed and agreed as

6.1 The dog bin by the kissing gate was to be moved.

6.2 Bridge at Pontshill

6.3 Footpaths In church

6.4 Green Lane footpath

6.5 Outside the school – take the dead foliage away from end of church field

6.6 Footpath outside Parkfields is currently impassable.

6.7 Footpaths in general / wild flower verges

6.8 Note from Trevor Davies about the Stile.

Clerk to contact the lengthsman and liaise with Paul Marshal re the work required.

Chris Bailey suggested that money should be spent first on footpaths rather than wildflowers. It was however agreed that the council should liaise with Freeman regarding wildflowers on the access to their development site.

7. Kevin Williams, the locality steward from Balfour Beatty sent his apologies. He will attend the next meeting.

8. R Barker updated the council on the defibrillator project



- 8.1 20 people attended the defibrillator training.
 - 8.2 the defibrillator is installed and operational
 - 8.3 Payments regarding materials purchased for the defibrillator installation were approved to Doug Skeggs, £35.37, £39 to Village Hall, £51.21 to Rod Barker.
 - 8.4 BT's communication re the removal of telephone boxes was discussed. Chris Bailey agreed to put the details regarding loss of telephone boxes in the Weston News. It was thought that they would not be of use to defibrillator project.
 - 8.5 Deidre Byrne asked if it would be advisable to ask if the St John ambulance would be able to deliver training. It was agreed to review at a later date.
 - 8.6 Rod Barker stated that funding is likely to be available for the council to afford another defibrillator shortly. Site to be at the Village Hall. All agreed.
- 9. The council reviewed its response to Herefordshire Council's consultation on the review of bus services.**
- 9.1 Herefordshire council bus service review – noted.
 - 9.2 Bus questionnaire - All agreed with the answers provided to the Clerk for submission.
- 10. Linda Dunn updated the council on the Website actions**
- 10.1 Dale Gribble, the website developer has been on holiday, and so the work will start in October and he has apologised for the delay
 - 10.2 Clerk to Liaise with Dale to ensure that this work is progressed during October.
- 11. Possibility of a Christmas Ball.**
- 11.1 Deidre Byrne confirmed that Penyard House have a capacity for 120 people at £29.99 per head for 3 courses.
 - 11.2 Minimum tickets are 80.
 - 11.3 Suggestions that the Village Hall is used as a venue instead, or Parkfields. Deidre to investigate.
 - 11.4 Council agreed to put an advertisement in the Weston News.
 - 11.5 It was noted that such a ball would not be funded in any way by the council.
- 12. Reports from appointed officers on Parish Projects / matters:-**
- 12.1 **Road safety** -Rod Barker stated that he and Linda Dunn had met with Freeman Homes with possibility of extending 30MPH limit past their development. The next step is that Freeman homes will apply for a Traffic Regulation Order to Herefordshire Council. Linda Dunn to write to our ward councillor Harry Bramer.
 - 12.2 Community right to bid – Chris Bailey – nothing to report.
 - 12.3 Services and facilities – Deidre Byrne /Gregg Weston reported that the litter pick date is **28th / 29th October**. Deidre has a quote for the cost of the council buying the equipment at £90 per set. The Council would need to buy 5 sets as a minimum, to include High Viz jackets. Chris Morris reported that Screwfix also has them available. Clerk to do a comparison for next meeting.
 - 12.4 Sustaining Rural Environment – Linda Dunn reported that the Village Hall Committee are engaged. They have also liaised with the school regarding provision of a site on the Recreation ground for use as a forest school. Also, in relation to the land opposite the school the committee is still waiting to hear from Herefordshire council.
 - 12.5 Open Day for Parish Projects – All agreed that a date to be found during January, to be based in the village Hall.

13. Verbal reports from appointed officers

- 13.1 Footpaths - Paul Marshall, Footpaths Officer reported that John Smart has collated a report of work required, and that this is being costed. Full plan to be submitted next month. The Parish Council thanked John Smart for his work.
- 13.2 Tree Officer - P Rutter, Tree Officer – no report submitted. Clerk to chase to ask for attendance at the next meeting

14. Financial Matters

- 14.1 Payment to the lengthsman in the sum of £500. Approved.
- 14.2 To note detailed spend year to date. Clerk to note defibrillator income & expenditure at the bottom page 1 from next month, in order that it is noted separately and does not form part of the council's Income & Expenditure account.
- 14.3 To approve Clerk's timesheet and payment of salary £279.77. Approved
- 14.4 To Approve Clerks expenses £18.99. Approved.
- 14.5 To approve DD payment of £35 in respect of Freedom of Information Act compliance. Approved.
- 14.6 To approve payment to AboveIT for website hosting £50 .Approved.
- 14.7 To review budget and precept 2017/18 . Clerk requested that requests for expenditure are sent for consideration in the budget by 31.10.

15. Planning

The following applications were noted:-

- 15.1 162601 – Land adjacent to Upper Weston (Comments due 11/10) .

The Applicants letter received today 3/10 was read and discussed.

It was noted that no consultation with the Council had taken place prior to the submission of the full planning application.

The planning response was read out by Linda Dunn and approved with amendments.

- 15.2 162694 – Harrowdean, Pontshill (Comments due 6/10) all approved the report.

- 15.3 There were no comments on the Planning group monthly report.

16. To note and approve Parish Council Policies.

- 16.1 Equal opportunity policy - Approved
- 16.2 Financial regulations policy – approved with amendments – redraft to be circulated.

17. Correspondence received and distributed.

- 17.1 4 Hunsdon Manor gardens. Request regard digging up strip of land. Chris Morris to discuss.

18. Items for next agenda

- 18.1 PROW policy
- 18.2 Review Lengthsman & P3
- 18.3 Footpaths
- 18.4 Risk Assessment
- 18.5 Cheque for the external auditor £100
- 18.6 Precept
- 18.7 BT telephone boxes

19. Date of Next meeting

- 19.1 Nov 7th 2016
- 19.2 Dec 5th 2016
- 19.3 Jan 9th 2017
- 19.4 March 6th 2017
- 19.5 April 3rd 2017
- 19.6 May 8th 2017

L.H.Dunn
7/11/16