WESTON UNDER PENYARD PARISH COUNCIL

Minutes of a meeting of Weston under Penyard Parish Council
held on Monday 5th June 2017 at 7.30 p.m. at Weston village hall.

Present:
Councillors … Linda Dunn (Chairman), Chris Bailey, Deidre Byrne, Bryan Davies, Martin Firman, Paul Marshall, and Christopher Morris.
In attendance: Lynda Wilcox (HALC) … Clerk cover for meeting.

1. **Apologies for absence** were received from Cllrs: Rod Barker & Greg Weston.

2. **Declarations of interest and written requests for dispensations:** There were none.

3. **Open Forum**
   3.1 No report was available from the Ward Councillor – H. Bramer.
   3.2 Views of local residents on parish matters … There were no local residents present.

4. **Minutes of the previous meeting** held on 8th May 2017
   It was RESOLVED to adopt the minutes as a true record and they were signed by the chairman.

5. **Financial Matters**
   5.1. It was RESOLVED to pay the HALC clerk cover invoice for that meeting in the sum of £150 + mileage of 32 miles @ 45p per mile + VAT.
   5.2. The chairman presented a report on the cash book balances and it was noted that delegated powers had been used to pay the annual insurance premium of £280 which was due on 1st June 2017.
   5.3. It was RESOLVED that the purchase of a litter-pick sticks and bags would be discussed at the next meeting.
   5.4. Members considered the 2016/2017 draft annual accounts prepared by the Chairman.
   5.5. Members considered the internal auditor's report and RESOLVED to undertake all recommendations contained therein.
   5.6. Members approved the annual governance statement following detailed consideration … all boxes were ticked apart from box 2.
   5.7. Members considered the Accounting Statements and RESOLVED to approve sign and date them.
   5.8. It was RESOLVED that updated Financial Regulations would be adopted at the next meeting, following due consideration by the Finance Working Group.

6. **Highways**
   6.1. Road Safety Report … Balfour Beatty had not yet responded to Rod Barker's queries.
   6.2. Members noted that the process for the erection of SIDs (Speed Indicator Devices).
   had been revised and was now being undertaken by a new officer. The whole process would need to start again.

6.3. Following consideration of action to be undertaken to curb misuse of the salt bins in Church Lane by people disposing of dog litter bags, it was suggested that the dog litter bins and salt bins be sited close to each other instead of in different areas.

7. Defibrillator

7.1. Proposed 10 year contract with Hope Mansell PC:

7.2. Members discussed the possible 50/50% split in financing a defibrillator with Hope Mansell PC but recognised that prior to signing an agreement, a risk assessment would be required, as well as a commitment from Hope Mansell PC to the proposed costings and training requirements. Although it had been anticipated that both defibrillators on order would be installed by the end of the month, it was RESOLVED that a commitment be sought from Hope Mansell PC, prior to installation.

8. Lengthsman … There was no work to review or specify. It was RESOLVED that future works be considered at the next meeting when the emptying of dog litter bins would be discussed as part of the lengthsman's annual contract.

9. Verbal reports and required action:

9.1. Defibrillator … The matter was considered at agenda item 7 above.

10. Footpaths

10.1. No report was available from the Footpaths' Officer – Paul Marshall but it was noted that a stile and gate required replacement. The current gate at the back of Model Farm towards the livery stables was a metal one and it was RESOLVED to replace it with a wooden gate.

11. Trees No report was available from the Tree Warden – Paul Rutter.

12. Planning

12.1. Comments on planning applications for determination by Herefordshire Council

12.1.1. Application 163324 … Land to the West of A40 … Reserved matters application (Layout, scale, appearance and landscaping) following outline approval 150888 – for the erection of 35 dwellings. RESOLVED: To query why the direct access into Seagrove Place was no longer being proposed.

12.1.2. Application 163577 … Fairfields, Bromsash … Proposed erection of single dwelling: RESOLVED: No comment to be made – determination awaited.

12.2. Refusal of planning permission by Herefordshire Council was noted on the following application:

12.2.1. Application 171491 … Land at School Lane, Weston … Proposed non-material amendment to planning permission ref 141414/F (Proposed detached four bedroom house with granny annexe) – Substitution of plain roofing tiles with Zamora Spanish best natural slate tiles.

12.3. The Planning Group monthly report was endorsed.

12.4. Adoption of a revised planning policy would be considered at the next meeting.

13. Correspondence received … The Chairman mentioned items of correspondence for information only.

14. Items raised for next agenda:

14.1. Road markings … the middle of the road has been marked but not the side lines.
14.2. Production of a booklet about the parish for circulation with the September Weston News.
14.3. Purchase of litter picking equipment.
14.4. Siting of defibrillator or childrens' pads at the school.
14.5. Siting of new dog litter bins at top of and half way up Rectory Lane, as well as Church Field.
14.6. Lengthsman duties to include emptying of dog litter bins.
14.7. Adoption of revised planning policy.

15. Date of Next meeting … Noted as 3rd July 2017 at 7.30 pm.

A resolution was passed to exclude the public from the following confidential employment item

16. Appointment of new clerk

16.1. Feedback from interview panel … No interviews had yet taken place but HALC had found a qualified clerk who had just applied for the position. Members expressed interest in the applicant and were prepared to look into changing their meeting night if the interview panel were minded to recommend her to members at the next meeting. An interview date would be set as soon as possible.
16.2. Appointment of new clerk … Subject to the imminent interview process, it was RESOLVED that a recommendation would be made to the next meeting.

SIGNED …………………………
Linda Dunn - Chairman