

WESTON UNDER PENYARD PARISH COUNCIL

Minutes of a meeting of Weston under Penyard Parish Council held on
Monday 6th March 2017 at 7.30 p.m. at Weston village hall.

Present

Councillors: Linda Dunn – Chairman.

Chris Bailey, Rodney Barker, Deirdre Byrne, Bryan Davies, Paul Marshall, Chris Morris, Greg Weston, Liam Kearns

In attendance: Acting Clerk ... Lynda Wilcox – HALC and Four local residents.

*The Chairman introduced Lynda Wilcox as Acting Clerk for the evening, following the resignation of
Liz New – Parish Clerk.*

Councillor Bryan Davies presented a gavel to the Chairman

- 1. Apologies for absence** ... There were none.
- 2. Declarations of interest and written requests for dispensations** ... There were none.
- 3. Co-option of a parish councillor** ... No candidates had come forward.
- 4. Open Forum** ... Local residents raised the following parish matters
 - 4.1. The problem of large lorries following satnav directions down small inappropriate lanes and being unable to turn around.
 - 4.2. Potholes were being reported direct to Herefordshire Council by local residents.
- 5. Minutes of previous meeting** held on January 9th 2017
 - 5.1. It was RESOLVED to sign the minutes as a true record with one amendment to item 10 which was to delete the entire second paragraph.
 - 5.2. It was noted that Dr. Watts had considered being co-opted but had decided not to put her name forward and had therefore not actually joined the parish council – an item on her resignation in the Weston News was therefore incorrect.
 - 5.3. The Chairman would submit an explanation for the next issue of the Weston News because local residents had been asking Dr. Watts why she had resigned so quickly. It was RESOLVED that in the absence of a parish clerk, the Chairman would submit items to the Village News until a replacement clerk was found.
- 6. Financial Matters**
 - 6.1. It was RESOLVED to pay for HALC clerk cover for the meeting @ £150 + mileage (30 miles @ .45p per mile)
 - 6.2. It was noted that HALC's invoice for the 2015/16 internal audit (19.8.16) @ £150 + VAT had previously been authorised but not actually paid. It was therefore RESOLVED to pay the outstanding invoice.
 - 6.3. It was RESOLVED to subscribe to HALC for the financial year 2017/18 @ £556.61 + VAT. The new membership would run from 1st April and would include two free evening training courses for councillors if payment was received prior to 1st April 2017.
 - 6.4. Following HALC advice it was RESOLVED to set up a Finance Working Group, the members of which would be:
 - 6.4.1. Linda Dunn – Chairman.
 - 6.4.2. Deirdre Byrne.
 - 6.4.3. Chris Morris.
 - 6.4.4. New Clerk

- 6.5. The Chairman presented the cash book report and commented that Chris Morris had undertaken random checks on the figures contained therein.
- 6.6. It was RESOLVED that the new Finance Working Group would go through the NALC model Financial Regulations and revise them to suit the parish council. The revised version would then be adopted at a future parish council meeting.
- 6.7. Following advice from HALC, it was RESOLVED to have four signatories for the bank accounts. The signatories would be:
 - 6.7.1. Linda Dunn – Chairman.
 - 6.7.2. Rodney Barker – Vice Chairman.
 - 6.7.3. Deirdre Byrne.
 - 6.7.4. Greg Weston.
- 6.8. Following due consideration it was RESOLVED to use HALC's Internal Auditor service for the 2016/17 accounts at a cost of £150 + VAT.
- 6.9. Following discussion it was RESOLVED to spend up to £20 to replace the post of the litter bin at the end of School Lane with a tannalised wooden post – not concreted into the ground.

7. Highway Matters

- 7.1. Bus shelters on A40 ... Following discussion it was RESOLVED not to engage a contractor at the current time but to monitor the voluntary efforts that were already taking place.
- 7.2. It was RESOLVED to request road name signs for parish lanes from Balfour Beatty, including Rectory Lane, Springetts Lane, Church Lane, The Street/Whitehall Road and Bury Hill Lane.
- 7.3. Road safety measures ... It was RESOLVED to install a sign similar to that displayed at Lyonshall, for erection at the junction of Rectory Lane and the A40, to warn drivers of large vehicles to ignore satnav directions. It was anticipated that the cost would be around £120.

8. Lengthsman – Work performed/required

- 8.1. It was noted that there were only around 20 days left under the current contract with Herefordshire Council and Paul Marshall had set targets for the Lengthsman to Complete outstanding work.

9. Meeting with Locality Steward – Kevin Williams

- 9.1. It was RESOLVED that the Chairman would work with Paul Marshall on the programme for works during 2017/18 and then meet with the Locality Steward.

10. Verbal reports from appointed officers on Parish Projects

- 10.1. Road safety - R Barker / L Kearns Report ... issues had been discussed at item 7.
- 10.2. Community right to bid – C Bailey:
 - 1. It was noted that Weston Cross Inn would be added to Herefordshire Council's register as an Asset of Community Value
 - 2. It was RESOLVED that Chris Bailey would clarify what the above status actually meant to the current occupants of the Inn, prior to mentioning the registration in the Weston News.
- 10.3. Services and facilities - D Byrne /G Weston/ B Davies:
A litter pick on Saturday 22nd April would be advertised in the Weston News. Deirdre Byrne was obtaining high visibility jackets and requested that they could be kept at the Village Hall.
- 10.4. Sustaining Rural Environment – L Dunn ... The creation of a Forest School for Weston School was under discussion.

- 10.5. Open Day for Parish Projects and to include the Annual Parish Meeting ... April 29th 2-6pm was the likely date, with the Annual Parish Meeting commencing at 6.00 pm.
- 10.6. Defibrillator ... Members noted the report from Rod Barker and the need for training dates to be set.
- 10.7. Hope Mansell parish council had purchased the BT phone box in the parish and Rod Barker would be working with them to install a defibrillator.

11. Verbal reports from appointed officers

- 11.1. Footpaths - Paul Marshall, Footpaths Officer, reported that footpath matters were on-going.
- 11.2. Tree Officer - It was noted that there were no matters for consideration.

12. Planning

- 12.1 Comments on planning application for determination by Herefordshire Council: Application P170363/FH. Belle View, Lea Bailey, HR9 5TY. Proposed single storey front kitchen extension. It was RESOLVED to support the application.
- 12.2 It was RESOLVED to ratify the parish council objection to planning application 163641 submitted between meetings. It was noted that there was likely to be a new application with a lower wall and comments would be made on that application when it was received.
- 12.3 It was noted that the Weston News had reported that application 163683 re land adjacent to The Link, had been passed with conditions - that was not correct. The Chairman had held discussions with planning officers and expressed concerns about the application which was outside the village settlement area. The planning officers commented that the application had been revised but enforcement action was on hold whilst the agent pursued other matters.
- 12.4 It was RESOLVED that the Planning Working Group would consider amendments to the current planning policy as suggested by HALC and report back to the next meeting.

13. Members noted correspondence received

- 13.1 The Village Hall AGM had been held and
- 13.2 Brian Davies was content to continue as the parish council representative.

14. Items raised for next agenda (no discussion)

- 14.1 Cracked noticeboard at Lea Bailey.
- 14.2 Report for Weston News re registration of pub as a community asset.

A resolution was passed to exclude the public during the following confidential item

15. EMPLOYMENT MATTERS

- 15.1. It was RESOLVED that the new clerk would be employed for up to 25 hours per calendar month at a salary in line with the national scales and commensurate with experience. The interview Panel would be the Chairman, Linda Dunn, Deirdre Byrne and Liam Kearns and Lynda Wilcox from HALC.
- 15.2 It was RESOLVED to access HALC's services for recruiting a new clerk @ £200 + VAT

16. Date of Next meeting

- 16.1. April 3rd 2017
- 16.2. May 8th 2017
- 16.3. June 5th 2017
- 16.4. July 3rd 2017

The Chairman closed the meeting at 9.45 pm

SIGNED
Linda Dunn - Chairman