



**Minutes of Parish Council Meeting held Thursday 16th April 2020
at 7.30pm via Zoom conference.**

Present: Chairman Linda Dunn, Linda McGill, Martin Firman, John Smart, Terry Prince, John Bonham, Liam Kearns, Helen Barker and Adrian Bagg.

In attendance: Nick Richmond, Parish Clerk, Ian Hatton, resident from Pontshill.

1. To receive apologies for absence.

None received however Cllr Morris was unable to log in to Zoom.

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

No declarations made.

3. Addendum to Standing Orders

It was **AGREED** to accept the addendum to cover remote meetings during the coronavirus outbreak and place it on the website.

4. Open Forum.

To receive the views of local residents on parish matters.

There being a slight delay in the commencement of the meeting Ian Hatton was asked to introduce his item regarding the culvert at Penheligan House prior to the formal start of the meeting. The build up of silt in the culvert had been taken up by parish council with Balfour Beatty with the work to clear it originally planned for winter 2019. Parish council continued to press Balfour Beatty for action, and the last correspondence received from Balfour Beatty stated that the work had not been done in 2019 due to budget constraints, and a decision was required to include it this year. It was therefore decided that the e-mail correspondence be forwarded to the County Councillor for Penyard Ward, William Wilding asking him to take up this matter on behalf of the parish council and Mr Hatton, with the correspondence copied to Mr Hatton.

5. Minutes of previous meetings.

5.1 To agree and sign the minutes of the meeting held on Thursday 5th March 2020.

It was **RESOLVED:** to agree and sign the minutes of the meeting of Thursday 5th March 2020.

6. To receive verbal reports, the clerk's actions report, the Chairman's report and any necessary actions.

No verbal reports were made and the Clerk's actions report was accepted without any need for further action.

7. Highways

7.1 New issues identified.

No new issues were identified.

7.2 A40 Traffic Calming re Section 106 money.

New plans and correspondence having been received from Mark Hadley of Balfour Beatty, council was of the opinion that the consultation process needed to be brought to a conclusion and the work started as soon as possible. The clerk is to prepare a draft e-mail to Mark Hadley expressing this but asking for further clarification in three areas, firstly how the entry width at the eastern entrance to the village has been reduced as this is not clear from the plans, secondly whether the removal of the centre line where

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the road rises and bends slightly travelling east from the Weston Cross poses a greater risk to traffic due to lower visibility, and thirdly what information is currently available as to how the A40 will be closed to traffic while the work takes place and when this might be.

7.3 SID update

The clerk having submitted a request for deployment of the SID's within the guidelines laid out in the toolkit, council was informed by Balfour Beatty that no deployments were currently possible due to social distancing constraints. The clerk also advised that he had contacted Elan City who have supplied various local councils with SID devices. Cllr Smart also advised that he had carried out investigations on purchasing SID's previously, and that given the issues with the Balfour Beatty batteries it was time to look at sourcing our own SID's. Further investigations and alternative quotations are required.

7.4 Culvert at Penheligan House.

See open forum above.

7.5 Proposal for road name signs.

Four sites have been identified on roads adjoining the A40 that require signs. Quotations are being sought from Balfour Beatty but there is a question over the name of the road next to the Weston Cross, in that it has variously been known as Whitehall Road and The Street. Clarification will be sought from Hereford Council and then a decision made as to whether these will be free standing signs or signs to be attached to walls where possible, in which case approval is required from the owner of the wall.

8. Lengthsman

8.1 To consider work to be carried out by the Lengthsman.

No new work was identified other than that resulting from the two maintenance days that had been carried out in March. Although Terry Griffiths had been requested to carry out two additional days following the first, the clerk advised that he has received and paid invoices for two days with no evidence of a third.

8.2 To receive a report from Cllr.Prince concerning work carried out by the lengthsman.

The report was received for which council thanked Cllr Prince. Council requested that Cllr Prince clarify with the lengthsman what actions were required following the maintenance days, and it was suggested and agreed that Cllr Prince prepare a spreadsheet of these jobs for easier reporting.

9. Footpaths

9.1 The Footpaths Officer Cllr Smart presented his report for which council thanked him. The follow up point for the clerk was to contact the landowners who had been requested to renew a footpath through a field.

9.2 Update on Improvement of Footpaths.

Cllr Smart was unable to comment further in the lockdown circumstances except for a change in the gates required reducing the total for the plan to £ 1,864.

10. Planning

10.1 To note planning applications received and consider responses proposed by the planning group.

200855 – Brae D'or Pontshill – No objection agreed.

200930 – Wintergreen – No objection agreed.

200444- Woodfield House – Objection agreed. A letter had been received from a resident at Dairy Cottages complaining both about this application and commenting that the number of worker caravans on site exceeded the approved planning application. It was agreed to reply to the resident confirming councils objection to this application and the planning group will examine the original planning decision.

200425 – Bollitree Farm – No objection agreed.

10.2 The Planning Group Report was received and accepted.

10.3 NDP review.

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No update.

11. Finance

11.1 The bank balances as at 31st March 2020 £32,547.91 and £ 3,531.63 were noted.

11.2 The budget report was received and approved. The clerk having prepared some notes to accompany the year end accounts, it was felt that these notes should be more detailed and improved, so it was decided that a meeting of the finance group be held to include Cllrs Smart and Bagg to conclude these notes.

11.3 The following invoices were approved for payment:

11.3 (a) £ 221.00 Clerk salary March

11.3 (b) £ 55.25 Clerk tax March

11.3 (c) £ 117.00 Village Hall invoice.

12. Neighbourhood Planning Projects

12.1 Road Safety

Covered under Highways item 7.

12.2 Services and Facilities

Defibrillators

Cllr McGill's report was received and accepted, and she was thanked by council for taking on the task so diligently. Cllr McGill reported further that she had obtained a rescue kit which was now available at the village hall. A discussion regarding the working of the VETS scheme took place and Cllr McGill agreed to find out about the use of mobile phones in relation to the scheme.

12.3 Sustaining the Rural Environment

12.3.1 Weston Tree Enhancement.

12.3.2 Wild Flower Areas

Cllr Morris having been unfortunately unable to log in to Zoom no updates were available.

13. Proposed renewal of crumbling steps to Weston Church.

Cllr Firman had obtained legal advice that council will not automatically assume responsibility for the steps. The contractor who carries out the work should have the necessary liability insurance covering the work, and council can make clear via the website that it is making a donation toward the cost and takes on no ongoing responsibility for any further work.

14. Renewal of footpath sign boards.

No update.

15. To consider a proposal on Council Working Groups.

Cllr Smart having introduced his proposal shortly before the last council meeting, two submissions had been received from councillors, which while broadly supporting the proposal cautioned against creating too many groups. Following the discussion in which the creation of a 'Community Matters' group was thought to be too wide a brief, it was AGREED that three working groups would be sufficient with some areas being taken on by individual councillors outside the working groups. The three working groups will be 1) Planning, 2) Finance and Administration and 3) Roads and Footpaths. Councillors are to e-mail the clerk advising which groups they wished to join, which the clerk and chairman will jointly consider should there be an over subscription to any particular group. There will be no limit on the number of groups a councillor can join but councillors are encouraged to take part. Additionally working groups may co-opt parishioners to groups where there is an interest and council recognizes that a valuable contribution can result.

16. Correspondence.

16.1 Traffic issue at Hoovers Lane/Pontshill

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It was noted that the correspondence on the website had not been responded to. The clerk was asked to ensure that replies were made via the website.

17. Seeking opinions from young people in the parish.

Schools being currently shut there is no update.

18. Items raised for the next agenda.

18.1 Change to the methodology of litter picks.

18.2 Dog bins.

19. To note date of next meeting as Thursday 14th May 2020 at 7.00 for the Annual Parish Meeting followed by Parish Council meeting. It is hoped that these may take place at Weston Village Hall but may be held via Zoom.

Nick Richmond

Clerk, Weston-under-Penyard Parish Council

23rd April 2020

Signed:



Chairman

Date

18/5/2020