**WIGMORE GROUP PARISH COUNCIL**

**Approved Minutes of the meeting held on Monday 12 October 2015**

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| **PUBLIC SESSION : Members of the public present: 7**  Lengthy discussion regarding the issue of parking at the Kings Meadow development.  Residents raised the following points: Many had only heard about the consultation in the week before the meeting; Most of the time there were no parking problems; The grassed areas were a great amenity providing a pleasant environment and somewhere for children to play; Losing the grassed areas would have a deleterious effect on house prices; Aware one resident is wishing to buy adjoining grassed area in order to preserve it; Concern that the access road is becoming a ‘rat run’ and the increased traffic once the football club is up and running; Concern that residents will not be kept informed.  See item 8 for councillors responses. |

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|  |  | **ACTION** |
| **1** | **Present:**  Councillors Graham Probert (GP)(Chairman), Vic Harnett (VH)(Vice-Chairman), Bryan Casbourne (BC), Alan Dowdy (AD), Jenny Johnson (JJ), Kevan Perkins (KP), Clare Major (CM); Helena Leclezio (HL), Carole Gandy (CG) (Ward Councillor), Jano Rochefort (Incoming Clerk), Linda Henry ( Outgoing Clerk)  **Apologies**: None. |  |
| **2** | **Declarations of Interest :** Kevan Perkins – Non Pecuniary re Item 8 Parking on Kings Meadow |  |
| **3** | **Vacancy for councillor by co-option (Elton)**  **ACTION:** GP will approach Robert or Gill Bilborough (Petchfield Nursery) | **GP** |
| **4** | **Reports**:   * 1. **Head Teacher, Wigmore School**   Dean Curtis sent his apologies but will come to November meeting.   * 1. **Locality Steward**   Mike Brookes has now replaced Rachel Dixon and will be attending meetings in the future.  **4.3 Ward Councillor** Cllr Carole Gandy (CG) reported the following items:  **Core Strategy**: Herefordshire Council will vote on whether to adopt the Core Strategy on 16/10/15. If passed this will supersede the Unitary Development Plan and should put a halt to speculative development propsals. The independent inspector has inserted the word “minimum” to the housing targets e.g ‘ policy seeks a *minimum* of 16500 homes in Herefordshire over the plan period’ so that the figures should not be seen as a cap on housing numbers. This could prove a contentious point at the HC meeting. When (if) the Core Strategy is adopted, parish councils are advised to submit their Neighbourhood Development Plans (NDP) as soon as possible as, providing it complies with the Core Strategy, this will provide greater weight when opposing large development plans. The Department for Communities & Local Government (DCLG) have written stating that only bona fide Travellers will be covered by the provisions in the Core Strategy.  **Ford Street:** A photo of the scrap metal placed outside a house has been passed on to the Enforcement Officer.  **2 Kings Meadow:** There has been an improvement outside the property.  **Finance:** Herefordshire Council’s Priorities & Budget consultation closed on 9 Oct. Preliminary results show residents are most concerned about the closure of libraries and subsidies to community transport and least concerned about the sale of council owned small holdings. CG has sent a letter in support of Leintwardine Library, community buses and the lengthsman scheme. If the council tax for 2016-17 is raised above 1.9% this will trigger a referendum at a cost of £300k. Not a cost-effective route. Parish councils are not subject to the 1.9% cap when setting the precept.  **Planning issues:**  **i) Barnett Lane**: Ongoing. No planning permission application has been received so issue is now with the Enforcement Officer.  **ii) The Oak**. No change to the status quo. A number of applications have been submitted for the first floor build, all of which were objected to by residents. No further submission after the latest objection. Conservation Officer is on long-term sick leave.  **iii) Wigmore Castle**: Mark Tansley (MT) (Planning Dept) has written to the owner asking why there has been no response to the notice requiring him to reinstate the land (11/7/15). Still no response from the owner. Herefordshire Council will make good and charge the owner.  **Wigmore School**: CG met with Dean Curtis. Will investigate the funding of school transport as the changes in criteria for pupils may have adverse consequences for the school in the future.  **Wigmore Flower & Vegetable Show:** Excellent event, a very high standard all round. Congratulations to Ken Wade for his organisation. Money raised will be shared between the Church, the School and the Village Hall.  **Proposed sale of grassed area adjoining a property at Kings Meadow:**  Herefordshire Council have been advised to inform the Parish Council. Believe if sale goes ahead this land would be incorporated as part of property to prevent cars parking on it. |  |
| **5** | **Minutes of previous meeting:**  14/09/15 Item 10 c. KP reiterated that the defibrillator’s plastic case is faulty. Has had difficulty ascertaining who the suppliers were in order to get a refund. All agreed the equipment needs a metal case and needs to be sited outside the shop. BC has details of supplier. Agreed that metal case will be purchased at cost of £500 approx. This to be done as soon as possible.  **Proposed: BC Seconded: VH All in favour**  **ACTION:** KP to negotiate with supplier for new metal case free of charge. | **KP** |
| **6** | **Appointment of Clerk:**  GP and VH interviewed Jano Rochefort and offered her the position which she accepted. It was agreed that GP would ask out going clerk (Linda Henry) to stay on until the October meeting to hand over to Jano. |  |
| **7** | **Lengthsman update:**  SL Woodfield had signed the contract for the parish mowing. Contracts have also been sent to IR Beavan, Purrfect Cat Hire and Phil Blackburn but none have been returned to date.  **ACTION:** GP will chase up these contractors. | **GP** |
| **8** | **Parking on King’s Meadow:**  Responses to the questionnaire to use some of the grassed areas for parking were as follows: 9 votes in favour, 9 votes against. GP reassured residents that they would be fully consulted IF any further discussion was required. CG repeated that Herefordshire Council has no money to make any changes to the existing parking arrangements. It was acknowledged that some KM residents park badly. KP cited incident where fire engine was unable to get to a property and the fire hydrant was obstructed.  **AGREED:** Next newsletter will include request for residents to park sensibly. | **BC**  **JR** |
| **9** | **Use of Parish Council owned computer equipment:** JJ raised concerns that this equipment and WiFi had been bought for residents to use and this facility should be more widely promoted.  **AGREED:** That Parish computer availability and WiFi information should go onto the website and into the next newsletter.  **AGREED:** A 2nd set of keys cut will be cut for the new clerk so she can access the village hall and parish council room. | **JR**  **BC** |
| **10** | **Updates**   1. **Wigmore Noticeboard**. Now re-erected. Thanks go to GP and helpers.   **(b) Defibrillator**: See also Item 5. Volunteers are required to train in usage of equipment. Course takes 3 hours approx and is free. Trained volunteers then register with West Midlands Ambulance.  **ACTION:** To find volunteers for working the defibrillator and organise their training.  **(c ) Millennium Green:** Grants of £750 & £200 give for replanting. Benches have been repaired & repainted. Old gravel has been removed. Raised beds have been made and new top soil arrives this week. Intention is to plant up with herbs probably in the New Year.  **ACTION:** Gardening Club to be approached for advice on planting.  **ACTION:** Obtain permission to cut down Silver Birch Tree  **ACTION:** Enquire if Powerlines will remove tree free of charge with possibility of making tree stump into a wood sculpture.  **(d)Church project**: Heritage Lottery Fund will require approx 11 different surveys before approving grant.. Next application date is in December.  **(e)Community Field - football:** Goalposts have arrived but Tom Smith (TS) says ground is not ready yet to erect them. | **KP**  **JJ**  **BC**  **GP** |
| **11** | **Regular items:**  **(a) Neighbourhood Plan**. BC reported that the NDP is 98% completed and awaits decision on the Core Strategy on 16/10/15.  **(b) Mortimer News & Website –** Next issue of MN in November. David Swatton continues to manage the website very effectively. | **BC** |
| **12** | **Finance:**  Payments from the budget (as listed in the agenda with the addition that Parish Council will pay both Linda and Jano for the month of October).  **APPROVED. Proposed: CM Seconded: BC All in favour.** |  |
| **13** | **Planning applications:**   1. **152676 – Willow Bank, Castle Street, Wigmore HR6 9UA (proposed dormer windows).** No objections 2. **152698 – 5 Bury Court Park, Wigmore, HR6 9US (tree works).** Removal of dead horse chestnut tree already taken place. 3. **152734 – Land at Sunnybank Farm, Crookmullen, Wigmore, HR6 9UQ.** No objections. 4. **152850 – Chapel House, Wigmore (tree works).** No objections. | **JR** |
| **14** | **Correspondence – as below.** |  |
| **15** | **Date of next meeting: Monday 9 November 2015 at 8pm.** |  |
| **The meeting closed at 10.00pm** | | |

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| **POSTBAG – Correspondence received since 01/08/15** | | | | |
| Date received | From | About | Action Required | Date forwarded |
|  | Community First | Monthly e-bulletin | For info | >> BC |
|  | Safer Neighbour-hood Team | Newsletter | For info |  |
|  | HALC | Information Corner: | For info | 11/8/15 |
| 19/8/15 | Hfds Council | Precept required 31/12/15  REMINDER | For info – **planning meeting to be scheduled November 2015 for PC approval 14/12/15** | Paper only |
| 29/9/15 | Neighbourhood Planning Team | Core Strategy – Publication of Local Plan Inspectors Report | For info | >> BC |
| 29/9/15 | Hfds Council | Invitation to Planning Seminar – 22/10/15 | BC and AD attending | 29/9/15 |
| 24/9/15 | BBLP | Invitation to Parish Briefing  27/10/15 | JR and AD attending | 24/9/15 |
| 23/9/15 | BBLP – Rachel Churchill | Dog bins – Community Field  *Following report of overflowing bins and extra emptying, is fortnightly emptying service sufficient?* | Councillors to monitor & arrange weekly service if necessary. Obviously – at twice the cost! Include in Newsletter re appropriate use of bins and cost incurred. | >> KP  >> BC  >>JR |

Receipts & payments – see over >>>

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| **RECEIPTS & PAYMENTS – October 2015** | | | | |
| RECEIPTS: £8000 – Part 2 2015-16 precept  **BALANCES AT 28/9/15 £36,094.94**  **No outstanding cheques**  NOTES:  EARMARKED RESERVES: £8607 Community Field\*; £1200 P3 scheme; £2000 Election fund; £1200 Signage  \* Goalposts (£899 paid for out of Comm.Field Fund). | | | | |
| **i)** | **PAYMENTS from General funds – See also payments made in August - overleaf** | | | |
|  | **Supplier** | **Item** | **Amount £ incl. VAT** | **VAT £** |
| 1 | Plusnet Dir/debit | Broadband (October) @ £33.00 per month | 33.00 | 5.50 |
| 2 | L Henry | Clerk’s salary (£**244.55**) + expenses (travel to Wigmore x 1 = **£5**)  + home-working contribution @ £**18** p.m | 267.55 | - |
| 3 | Bowdler & Co | Clerk’s PAYE (August 2015 – as above) | 61.00 | - |
| 4 | EZ-Hosts | Hosting of Mortimer Villages website (annual fee) | 69.99 | - |
| 5 | Wigmore VH | Quarterly charge – cleaning & storage cupboard hire | 521.25 | - |
| 6 | SL Woodfield | Mow & strim Leinthall Church x4 @ £43 ex VAT | 206.40 | 34.40 |
| 7 | SL Woodfield | Mow & strim play area x4 @ £20 ex VAT | 96.00 | 16.00 |
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| **TOTAL PAYMENTS FROM PRECEPT / COMMUNITY FIELD FUND** | | | **1255.19** | **55.90** |
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| **ii)** | **PAYMENTS FROM LENGTHSMAN FUNDS** | |  |  |
|  | SL Woodfield | Mow & strim Wigmore Parish x4 @ £115 ex VAT | **552.00** | **92.00** |