**WIGMORE GROUP PARISH COUNCIL**

**Draft Minutes of the ordinary meeting held on Monday 9 January 2017**

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| **PUBLIC SESSION : Members of the public present: 6**  Residents present requested an update on the Brook Lane planning application. Cllr Gandy has sent in her objection and requested that the Hfds Council Planning Committee consider it. She also gave an outline of how the planning process now proceeds. See also item 3.2. WGPC have also submitted an objection to this application. |

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|  |  | **ACTION** |
| **1** | **Present:** Graham Probert (GP)(Chairman); Vic Harnett (VH); Alan Dowdy (AD); Bryan Casbourne (BC); Clare Major (CM); Gill Bilbrough (GB); Jenny Johnson (JJ); Kevan Perkins (KP).  **Apologies**: received from Helena Leclezio (HL) (illness) and approved.  **In attendance**: Mortimer Ward Councillor Carole Gandy (CG); CSPO Peter Knight (PK); Jano Rochefort - Clerk (JR). |  |
| **2** | **Declarations of Interest:** None |  |
| **3** | **Open Session:** report received as follows:  **3.1** **CSPO Peter Knight –** During December reports of a theft of electric pedal cycle from outside Pipe Aston Church; theft of 4 chainsaws from an outhouse on Bircher Common. This was a repeat targeting of the property. PK encouraged residents to have property security marked either for free by the police (phone 101) or by SmartWater Technology Ltd. PK also asked residents to be alert and report any suspicious or out of the ordinary incidents. Poachers have been known to pass on information about properties to other criminals. A Leominster take-away has had problems with anti-social behaviour of certain youths. The SNT have issued one youth with a banning order. PK will be at Wigmore Shop on 24/01 and there will be an equestrian kit marking event at Kimbolton Village Hall on 29/1. All are welcome.  **3.2 Cllr Carole Gandy - Ward Councillor:**  **Planning –** CG has sent in an objection regarding the Brook Lane planning application and asked that if necessary it be directed to the planning committee. A number of planning officers including the one dealing with this application appear to have left the council so this may delay planning matters.  **No 6. Ford Street** –The Enforcement Officer has now visited the property and spoken to the owner.  **Broadband –** Advised that of the 1,536 properties in the BT contract for Mortimer Ward, 1,058 were complete at 4/1/17 with 805 receiving over 30mbps. Although some are not showing as complete it takes a couple of weeks to go live. The exchange in Ford Street has been confirmed as upgraded. Following discussion with a resident, Pipe Aston is also connected as of 3/1/17 with fibre to the premises (FTTP). However residents still need to wait a couple of weeks before contacting their ISP as it takes a good week to register as live and accept orders on the wholesale system. CG queried the situation at Kings Meadow and was advised that of 110 records all but 13 are enabled with 50mbps. The 13 are not in the BT plan. Bury Court Park are all completed off Wigmore cabinet P7 and should be in line for c. 60mbps and can now order. If a resident has a particular query they can contact CG who will ascertain exactly what the situation is with their residence. There are still 291 properties where the build is in progress leaving about 187 properties not part of the BT broadband contract. These properties should be connected by the end of 2017 but with a different supplier to BT.  **Neighbourhood Development Planning –** The Minister of State for Housing & Planning published a written statement on 12 December confirming that where a planning application conflicts with a Neighbourhood Development Plan (NDP) that has been brought into force, planning permission should not normally be granted and making it clear that where communities plan for housing in their area in a NDP, those plans should not be deemed to be out of date unless there is a SIGNIFICANT lack of land supply for housing in the wider local authority i.e. less than 3 years supply of deliverable housing sites. The document is unclear as to the situation that would apply where a NDP does not identify housing sites due to significant planning applications pre-empting the plan. |  |
| **4** | **To adopt the minutes of previous meeting: 12 December 2016:**  The minutes of the 12 December 2016 meeting were proposed as a true record. Proposer - CM; Seconded - BC. **ACCEPTED** unanimously. The chairman signed the minutes. |  |
| **5** | **Update on matters previously considered:**  **5.1 Kings Meadow flood prevention –** Mike Brookes (Locality Steward) reports he is checking the Kings Meadow brook every time he is in Wigmore and so far there are no issues. KP commented that there used to be a weekly inspection of the brook and expressed concern that this has been reduced to fortnightly. CG stated that this is due to a lack of manpower. The Locality Stewards are being given greater areas to cover and the project is not being monitored as it should.  **5.2 Street Lights -** Residents were asked for their views on the proposal to turn off the WGPC owned street lights. Not a massive response with 2 in favour, 2 against and one comment requesting re-imbursement to remove a light and cable from their property. It was commented that the A4110/Broad Street is well lit by house lights. It was noted that the upper section of Ford Street (The Oak end) did not have any street lights at all. The Stonewater Housing Association owns the light by 1A to 4A Ford Street. The next working light is at the village hall. Many properties at the lower section of Ford Street have installed their own house lights to light their steps and paths to the street pavement. It is reported that the owner of The Oak will install PIR (Passive Infrared) lights once Hfds Council has approved their outstanding planning application. Following discussion councillors AGREED to fund 2 strategic street lights only – The Coronation light (LC-P001) by The Court House and the light in the village hall car park (LU-P006) and request that the other 8 street lights are turned off. JR will contact BBLP and Npower to establish the procedure.  **5.3 Road Safety in Wigmore:** JRis waiting for a quote from BBLP for the Bury Lane *‘Unsuitable for HGVs’* signs and the Ford Street *‘No footway’* signs. Re Ford Street footway – Robin Quant does not think giving the strip a different colour would help with pedestrian safety. Re the Gateway signs – councillors confirmed these are to be located on the A4110 only but the existing village sign could be relocated to the C1019 Wigmore to Ludlow Road.  **5.4 Adoption of Leinthall Starkes and the Cross of the Tree phone box –** BT are aware that WGPC wishes to adopt the LS box but are working through many similar applications so there is a backlog. The Cross of the Tree box is still to be moved.  **5.5 Millennium Green –** Although the silver birch tree has been pruned councillors AGREED that a few more feet should be taken off the top. Powerlines will be asked to come back and remove some more height from the tree. Two residents have cleaned up leaf and branch debris from the garden and left 2 large bags in the corner. JJ said Hannah Mason would remove the bags.  **5.6 Neighbourhood Development Plan (NDP) -** The consultation on the draft NDP has started and will finish on 30 January 2017. BC said that the consultants Kirkwells had advised against designating specific sites for new builds in Wigmore. It was felt that infill development would be able to account for the allocated increase in housing in the area. BC also stated that there are a couple of typing errors that will be corrected when the final NDP is published. | **JR**  **GP**  **GP**  **JJ**  **BC** |
| **6** | **Finance:**  **6.1 All Payments** from the General Fund as shown below. Proposer - VH; Seconded – KP. **APPROVED** unanimously.  **6.2** **All Payments** from the Lenghtsman/P3 Fund as shown below. Proposer - BC; Seconded – VH. **APPROVED** unanimously.  **6.3 Purchase of a new printer -** BC said that the existing WGPC owned printer was very old and it was no longer possible to buy ink cartridges for it. JR said that the council could apply to the government’s Transparency Fund to buy a new printer. It was AGREED that WGPC should request a grant from the Transparency Fund to purchase a new printer for the parish council.  **6.4 Purchase of a bench plaque –** At the 13 July 2015 meeting it was agreed to buy a bench plaque in memory of Pam Williams. JR presented 2 quotes for the plaque. Councillors AGREED to order an aluminium plaque (it is easier to keep clean than brass) from Brunel Engraving at £14.50 + VAT. | **JR**  **JR** |
| **7** | **Bury Lane Playing Field -** VH had been contacted by Nicholas Vaughan of United in the Community, a charity partnered with Hereford FC, which is looking for potential football sites in the county which can be used to encourage youngsters to participate in and develop football skills. Chosen sites would benefit from professional ground maintenance. It was AGREED to proceed with this enquiry and VH would be the lead councillor. | **JR** |
| **8** | **8.1** Updates on the following applications:  \*163443 – The Cottage, Leinthall Starkes, SY8 2HL – Proposed extensions & alterations to dwelling. No decision as yet.  \*163528 – Deerfold Cottage, Ongar Street Lingen, SY7 0EE – Proposed ground floor  extensions. Approved.  \*163583 – Land off Brook Lane – Proposed dwelling. No decision as yet  \*163829 – Land at Pear Tree Farm, Wigmore – non-material amendment to 150115.  Change of House type of Plot 3 from Type A to Type B. Refused. |  |
| **9** | **Allowances Scheme for Parish or Town Councillors:** Councillors discussed this issue. It was AGREED by 4 votes in favour to 3 votes against to recommend that the Independent Parish Remuneration panel (IRP) consider whether it should produce a report on this matter. |  |
| **10** | **Herefordshire Council Consultation:** AD presented his findings on the Marches Freight Strategy consultation which the councillors agreed with and this will be submitted as their response to the consultation. | **JR** |
| **11** | **Correspondence, Training and Meetings:** As below. |  |
| **12** | **Matters for next scheduled meeting:** None |  |
|  | **Date of next meeting: Monday 13 February 2017 at 8pm.** |  |
| **The meeting closed at 10.00pm** | | |

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| **FINANCE – JANUARY 2017** |

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| **RECEIPTS & PAYMENTS** | | | | |
| **BALANCE AT 30/12/16 - £32,436.73**  Uncleared cheque: £30  NOTES:  EARMARKED RESERVES: £8310.28 Bury Lane Playing Field *(Goalposts - £899 paid for out of Comm. Field Fund; Topping field - £156; Playground inspection - £60.72; Land Registry - £80));*  £170.42 P3 scheme (*Wigmore Castle footpath upgrade - £813.58; Wigmore footpaths maintenance £216 - from 2014-15 P3 fund);*  £1884 Election fund *(Full Term elections - £116)* £1140 Signage *(Road sign ‘Parking residents only’ - £60*); £3000 Parish Council match funding for Lenghtsman/P3 schemes.  TOTAL: (Earmarked reserves (£14,344.70)  RESIDUAL AMOUNT: £18,092.03 | | | | |
| **i)** | **PAYMENTS from General funds** | | | |
|  | **Supplier** | **Item** | **Amount £ incl. VAT** | **VAT £** |
| 1 | Plusnet/ Dir Debit | Broadband (Nov/Dec) @ £33 per month | 33.00 | 5.50 |
| 2 | J Rochefort | Clerk’s Dec 16 salary £267.63 + working contribution @ £18 p.m. | 285.63 | - |
| 3 | Bowdler & Co | PAYE for December 2016 | 47.46 | - |
| 4 | Wigmore Village Hall Committee | For hire of committee room during 2016 | 225.00 | - |
| 5 | Wigmore Village Hall Committee | Cleaning & maintenance of village hall toilets & car park plus use of Clerk’s cupboard. 1/10/16 – 31/12/16 | 521.25 | - |
| 6 | B Casbourne | Reimbursement for paying Mortimer Newsletter (One Stop Print Shop) | 168.75 | - |
| 7 | J Rochefort | For replacement battery for Defib (Debfibshop) | 234.00 | 39.00 |
| 8 | Npower | Street Lights (1/10/16 – 31/12/16) | 146.50 | 6.97 |
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| **TOTAL PAYMENTS FROM PRECEPT / COMMUNITY FIELD FUND** | | | **1661.59** | **51.47** |
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| **ii)** | **PAYMENTS FROM LENGTHSMAN / P3 FUNDS** | |  |  |
|  | T Mcloughlin | Strimming & mowing Wigmore Churchyard & village green = £325  Strimming Ford St. footpath, cutting churchyard hedge = £30  Servicing equipment = £25; Sundry expenses = £35 | **415.00** | **-** |
| **TOTAL PAYMENTS FROM LENGTHSMAN / P3 GRANT** | | | **415.00** | **-** |

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| **POSTBAG – Correspondence received since 13/12/16** | | | | |
| Date received | From | About | Action Required | Date forwarded |
| 13/12/16 | P Keam | Re Wigmore Street Lights | For January meeting | 14/12/16 |
| 16/12/16 | BBLP | Weekly Briefing | For Info | 16/12/16 |
| 19/12/16 | Cllr C Gandy | Re Ministerial statement on NDPs | For Info | 19/12/16 |
| 19/12/16 | Hfds Council | Sandblasting of war memorials | For Info | 19/12/16 |
| 19/12/16 | Cllr C Gandy | Response to Brooke Lane planning application | For Info | 21/12/16 |
| 22/12/16 | BBLP | Weekly Briefing | For Info | 22/12/16 |
| 3/1/17 | Hfds Council | HARC (Herefordshire Archive & Records Centre) newsletter | For Info | 3/1/17 |
| 4/1/17 | P Davies (letter) | Re Wigmore Street Lights | For January meeting | 4/1/17 |