

WESTON UNDER PENYARD PARISH COUNCIL

Minutes of the meeting held on 7 December 2015 at Weston Village Hall

PRESENT S Lewis (Chairman) C Bailey B Davies L Kearns G Weston C Chinn J Duthie R Barker

ATTENDING K Shilton (Clerk) 2 residents M Dawson J Smart from the Neighbourhood Plan Steering Group

1. OPEN DISCUSSION FOR THE PUBLIC

Two residents from Dairy Cottages explained that a light located at these Housing Association homes has not been working since November 2015 and they were having difficulty to have the light inspected and repaired. On the day of this meeting Balfour Beatty had contacted the Clerk requesting if this light was an asset of the Parish Council. The Clerk had confirmed that it was not an asset of the Council. Balfour Beatty were contacting Herefordshire Council and the Herefordshire Housing Association to further discuss this matter.

It was agreed the Clerk would forward the contact telephone number of our Ward Councillor to the residents.

2. APOLOGIES L Dunn D Byrne

3. DECLARATIONS OF INTEREST None received

10. NEIGHBOURHOOD PLAN UPDATE

The Chairman of the Neighbourhood Plan Steering Group reported on the progress being made. The external examination of the Plan document is now completed. Discussions will take place with Herefordshire Council planning regarding the recommended amendments to the Plan.

This document is now a policy document with Herefordshire Council.

Regarding the future referendum the necessary notices and procedures will be organised by Herefordshire Council. It was stressed that no campaigning or publicity is allowed once the process is initiated.

The Chairman on behalf of the Council thanked the Neighbourhood Plan Steering Group for all their dedicated work and time given to achieve this positive result.

4. MINUTES OF THE LAST MEETING HELD ON 2 NOVEMBER 2015

Following discussion and vote by Council members it was agreed by majority that the following text Section 9 reading:

C Bailey proposed that the Parish Council and Steering Group and Herefordshire Council Planning make the opportunity to discuss the draft Heads of Agreement of the 2 main development sites which was agreed by the meeting.

This should be replaced with the following text:

The Parish Council decided to request the Steering Group immediately to ask the appropriate person at Herefordshire Council for an opportunity to discuss the draft Heads of Agreement for both the new development sites.

The minutes were then agreed and confirmed and signed by the Chairman.

5. ACTION POINTS FROM THE MINUTES

Red telephone box. Feasibility/costs/grants for a defibrillator. To date no comments have been received from L Dunn who had agreed responsibility for this matter. The meeting agreed that C Bailey and R Barker would investigate this matter further.

6. REPORTS FROM APPOINTED OFFICERS None received.

7. FINANCIAL MATTERS

The Clerk made reference to the prepared proposed estimated budget costs presented at the November 2015 meeting. The following points were highlighted and agreed by the meeting: The Clerk had discussed the Lengthsman Scheme at a recent Balfour Beatty Workshop where we had been advised that the scheme for 2016/17 would remain the same as this present financial year. The Footpaths Scheme was less certain. Herefordshire Council have still to make the final decisions.

The meeting agreed that the Lengthsman income from grants should represent £2500.00.

Other revisions regarding payments included:

The Council will not join HALC (reference subscription costs)

Proposed increase to Clerk fee (following future discussions and resolutions)

Footpaths £800.00

No spend for the Neighbourhood Plan (as recommended by the Neighbourhood Plan Steering Group).

Parish Plan projects £1500.00

A revised budget sheet will be distributed to all Council members.

The meeting resolved a precept request of £12500.00 for the next financial year 2016/17 being proposed by C Chinn seconded by J Duthie and agreed by all members with the exception of one abstention.

8. PLANNING MATTERS AND APPLICATIONS

153283 Chestnuts Barn Pontshill proposed removal of Conditions 2 and 3 of Planning Permission 130965 (removal of Conditions 4 and 5 of Planning Permission 2006/1655F amended reference 060992) to allow the accommodation to be used or sold separately from the main dwelling.

Following discussion the meeting agreed by majority being proposed by C Chinn and seconded by J Duthie that the Parish Council objected to this proposal and that the buildings remain as one unit. This has always been stipulated by the Council when submitting comments on previous applications.

9. PARISH PLAN PROJECTS

It was agreed that C Bailey would circulate the volunteer resident's contact details to all the Project Leaders.

11. SECTION 106 AGREEMENTS

An initial meeting has taken place with Herefordshire Council. Reference report from R Barker 18 November 2015 circulated to all members.

12. ACTION POINTS FROM THE MINUTES

Reference was made to the email from C Bailey 28 November 2015. The meeting agreed that C Bailey would be responsible for submitting highlights from the Parish Council meetings to the

Weston News. The meeting was minded that should the comments/decisions made regarding planning applications wished to be submitted together with the planning proposal, then a future resolution would need to be made by the Council as the present instructions are that only the planning proposals are submitted to the Weston News.

13. WEBSITE/COMMUNICATION/TRANSPARENCY CODE

Reference was made to the email from C Bailey 28 November 2015. The meeting reviewed the items with the following agreements regarding submissions to the website.

Minutes of all 2015 Parish Council meetings.

Draft minutes of Parish Council meetings once distributed (one month is allowed under the Transparency Code).

Approved minutes when agreed and confirmed and signed by the Chairman at the relevant Parish Council meeting.

Agendas and associated documents when issued.

Schedule of future meetings once agreed.

List of Parish Council members and their responsibilities.

Residents who wish to raise issues with the Parish Council address such matters to the Clerk.

Standing Orders

Code of Conduct

Freedom of Information

Financial Regulations

Parish Council budget

Annual accounts and pages 1, 2 and 4 of the external audit papers once approved

Asset Register

The following matters were agreed to be reserved for future consideration:

Statement of Community Engagement

Communication Policy

Risk Assessment Policy

Grievance and Disciplinary Procedure

Equal Opportunities Policy

Health and Safety

NALC AND SLCC organis

ations recommend a drip feed of information to the website.

It was agreed C Chinn prepare and submit the relevant matters to the website controller and from January 2015 the Clerk submit matters to the website controller.

14. CORRESPONDENCE RECEIVED AND DISTRIBUTED No comments

15. OTHER MATTERS FOR CONSIDERATION AND NOT REQUIRING A FINANCIAL DECISION No comments

16. ITEMS FOR THE NEXT AGENDA None submitted

NEXT MEETING TO BE HELD ON 11 JANUARY 2016 AT 7.30 PM AT WESTON VILLAGE HALL.

The meeting started at 7.30 pm and ended at 9.50 pm

Signed.....Chairman Date.....