

Withington Group Parish Council Meeting

MINUTES

Thursday 16th November 2017

In attendance: (PB) Paul Bainbridge (In the Chair), (JB) Jonathan Beech, (AB) Alison Bainbridge, (SW) Sarah Winwood, (KH) Kevin Hewison, (MK) Martin Kirk, (RL) Rachael Leake (left meeting at 9.30pm), (SD) Simon Dent, (RB) Ralph Barber, (JC) James Callow, (SS) Steve Scotcher .
Also: Sophie Glover (Clerk):

7.30pm meeting started

1. **To accept Apologies for absence** – Bob Wood, Tom Nellist, Ed Symcock, Sue Rudd
Ward Councillor, David Greenow
2. **To receive Declaration of Interests.** None declared.
3. **Open discussion/public forum** followed by:-
 - 3.1 **Report from local police-** by e mail
There was an incident at the village hall before bonfire night, but the police responded swiftly and closed the party down.
 - 3.2 **Report from Ward Councillor** (including his visit to Chase distillery and his application for a TRO through Withington village.)
Nothing was sent in advance of the meeting, however he had informed the clerk that he had started the TRO process, and had not as yet had an opportunity to discuss the problem of traffic with Chase.

3. **Acceptance of minutes of the PC meeting (Sept 2017),**
Proposed: SD Seconded: JB
and the Extraordinary Parish Council Meeting (Oct 2017)
Proposed: JB Seconded: MK

5. **Action points from previous meetings –**
Yellow Lines at proposed Fish and Chip shop – RB fed back to the meeting the cost of putting in yellow lines would cost approx. £8,000 (to get approval), even if they were put there, there was little possibility of getting them policed. The meeting moved that this was too expensive to pursue. A local who is an ex police officer has been asking people to not park , KH will talk to this person to see how improvements could be done to ensure no parking issues in the future.

Bins at Marsh Lane, Preston Wynne

It was raised by two PW councillors that the amount of litter at the end of Marsh Lane had got notably worse over the last months. The clerk had been asked to approach Balfour Beatty to see if the bin lorry could be taken down the lane. The response was that BB went to check the lane, and it was resolved that there was not enough room for a lorry to turn, so they will not go down the lane. They did say that they would look at an alternative solution, but this has not been disclosed at present.

Action: Clerk to ask Herefordshire Council for their suggestion if they can not do street collection.

The Millennium Oak, dog walking area.

The old Oak has rejuvenated at the bottom, it needs a little work, and a tree guard to be put around it.

Action: Clerk to ask the lengthsman to do this – all in favour.

6. **Feedback on training** (Ralph)

RB had been on a training course. He fed back to the meeting salient points from the training, and the slides will be circulated along with this meeting minutes. Planning was touched on, also Neighbourhood Planning, the new Code of Conduct and Safeguarding (this to go on January agenda for further discussion).

Action: Clerk to add to agenda

Commented [S1]:

IT / Web site training: we are still trying to resolve the web host name, so will revert to the PC at the January meeting.

Action: *RB and Clerk to continue working towards getting the new web site up and running.*

Balfour Beatty Training: Clerk had attended and fed back to the meeting the idea that BB are suggesting that we can run our own lengthsman services.

HALC annual meeting – the councillors were reminded that this meeting was happening on the 25th Nov, and councillors were encouraged to attend.

7. Neighbourhood plan – Up date on engagement of Consultants

RB asked for formal approval of the PC to continue with the NDP and appoint consultants. DMS are the preferred consultants.

Proposed: MK Seconded : KH all were in favour.

The team is JB, RB and PB, next meeting is 12th December, they will be looking for a date for a pre-draft session for the public. Dates to be confirmed. This will be for all the parishes, there will not be separate meeting in Westhild or Preston Wynne. The draft plan will be circulated before the January meeting, and cllrs were advised that they will be needed to help with the public sessions. There is a slight time pressure for this work as we need to use all of the money we have received as a grant by the end of the financial year. Following the public meeting we will make any adjustments necessary to the plan, and then get it ready for putting forward to Reg 14.

Action: *The NDP working group will continue with this work.*

8. Withington Fields – Cycle racks, gate closer.

KH has identified a supply of free cycle racks, we have applied for 4 for the field, two to go by the BMX track, two by the MUGA, they will even be fitted for free.

The Lengthsman has identified a gate closing mechanism that he hopes wont be easily pilfered as two others have been.

9. Lengthsman and P3 scheme – Jobs identified for the lengthsman

The clerk was asked to approach him to see if he has found any problems with the drains on Withies Rd as something has caused such a puddle on the corner before the main road. The stile on footpath 9 needs to be redone, and FO's to have some footpath marker discs. Up the Duke St steps, turn right, first stile after the steps requires rebuilding as previously identified. Please can he check the school signs are clear.

Action: *Clerk to pass on these jobs.*

10. Withington Village Hall – to include car parking.

KH has had 4 quotes for the car parking, 2 x £37,000, 1 x £32,000 and the lengthsman at £27,000. KH has asked for dropped kerbs to gain access to the 'overflow' parking area in the quote. The extension to car park will give about 12 extra spaces, and the overflow another 15.

11. To note contents of the information sheet, and take any comments from that.

Including discussion about insurance renewal. As the renewal is due on the 1st January, the PC were asked to authorise the payment of this with the cheques below.

12. Precept setting

A Precept setting budget sheet was handed out to cllrs, this outlined the discussion that the finance group had had the previous week when they had been tasked to look at the council's accounts for this meeting. PB took the cllrs through this sheet, explaining various items on the list ie the lengthsman income and expenditure changes in the coming year.

The clerk was asked to check with neighbouring PC's to see who they use as a lengthsman to see if their prices are fairly compatible with our own (Holmer Shelwick, Yarkhill, Ocle Prichard, Bartestree). KH voiced how good the lengthsman is at looking after the Withington Field for us.

Action: *Clerk to follow this up*

The Chair asked for a small group of cllrs to work with the clerk to check what work he has done, and to schedule future works to ensure that we are getting the maximum out of our budget.

Action: *Add to January agenda to put this group together.*

The Chair explained the history of paying off the grant that they had taken out for buying the field, when this loan was paid off, they continued to pay £6000 to the WF acct to continue with the maintenance of the field. However, this money was not enough to build up a fund to replace equipment when it became old. So, he suggested putting £3000 from our savings into a specific pot to build up a 'depreciation' fund. Next year this would go up to £4000, so that we begin to have a serious pot to hold for equipment.

The Chair talked through the thinking behind raising the precept to £20,000, so that income and expenditure were approximately equal.

It was moved to pay £3000 of the budget to depreciation
 Moved: RB Seconded:RL
 All in favour

KH moved to accept the budget, and the precept at £20,000
 Proposed: RL Seconded: RB
 All in favour.

13. **Matters Financial.**

Yorkshire Bank

Reserve account	£ 6,281.60
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As at June 2017

£ 6,281.60

Lloyds TSB

As at 10.10.17

Parish Account	£23,363.25
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As at 1.11.17

Withington Field Account	£ 5,505.18
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£ 28,868.43

Total

£ 35,150.03

Cheques received

HMRC VAT returns	£ 1,851.37
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Cheques to be authorised at this meeting

From Parish Account

Clerks Salary	£ 964.30
PAYE	£ 98.86
Clerks Expenses	£ 56.72
Grant Thornton	£ 240.00
Countrywide (Sept Inv 698574)	£ 157.20
Eyelid Productions Ltd (new website set up)	£ 500.00
Zurich insurance	£ 799.55
Withington Village Hall	£ 14.00

£ 2,830.63

Internal transfer

From Parish Acct to WF - payment of VAT refund	£ 827.38
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From Withington Field acct

Shelly O'Sullivan- litter picking on WF Oct/Nov	£ 80.00
T Griffiths (WF acct Oct) TGC 0217	£ 30.00
Countrywide Sept (inv: 698575)	£ 156.00

£ 266.00

Proposed : RL Seconded: JB

All in favour.

Total cheques this period

£ 3,096.63

including internal transfers

£ 3,924.01

Applications for financial aid

None

14. **Planning** including :

173782 – Oakdale, Preston Wynne
Submit comment of ' WGPC does not object to this application'

173626 – 1 Matchcroft Cottages, Eau Withington
Submit comment of ' WGPC does not object to this application'

174038 – Bramble Oak, Whitestone
Submit comment of ' WGPC does not object to this application'

173429 – Land adjacent to Ramblers Court
'WGPC stands by their original objection to this development, it believes that the site is over crowded and is outside the village envelope.'

Vine Tree development– There is an open day on Saturday for the public to look at the plans for this development.

RL declared an interest.

The chair pointed out that the plan the developers had put on their site notice was the old plan, not the new one which could be a little confusing for parishoners should they go on Saturday, they will be looking at a different plan.

At Nov 2015's meeting the PC discussed lighting on this site, the pc had resolved at this meeting that there should be no street lighting as the estate would be on the top of a hill. However, there could be a need for footpath, low level lighting. He asked if the PC were still of the view that there should not be lighting?

KH said that Vine Tree had street lighting, so there could be a danger turning from a lit street to a dark estate. Perhaps low level lighting might be a consideration.

MK was still opposed to having street lighting on such a high point of the village.
RB was keen for path lighting, MK thought that this was unnecessary as well.

KH proposed that there should have street lighting on the Vine Tree estate. There was no seconder, so the motion failed, and the PC continues to believe that there should not be street lights on the estate.

PB explained that the developer was due to put a tarmac footpath along the end of Veldo Lane as a 'safe route to school'. The Parish Council were not keen on this, and the chair thought that their feelings could be fed back to Herefordshire Council. He asked if the PC wanted the VHC to agree to putting a path behind the village hall.

Action: Clerk to write to the chair of the VHC asking this.

Action: Chair to talk to Herefordshire Council to talk about the footpath on Veldo Lane

Action: Clerk to ask the developer at Orchard Rise what has happened to the footpath, and please can it be reinstated?

15. **Receive items for the next agenda** (no discussion)

The meeting closed at 9.20pm

Dates for future meetings:

	18 th January 2018	7.30 pm start
Please note added date	15 th March	7.30 pm start
Please note added date PC and Annual meetings	17 th May	7.00 pm start