

Woolhope Parish Council

Minutes of the meeting of Woolhope Parish Council Held on Tuesday 1st November 2022 7.30pm at Woolhope Village Hall

Present: Cllr. M Windham
Cllr. A. May
Cllr. S. Powell
Cllr. R Rolt
Cllr. S Crozier
Cllr. J Brandt

In attendance: Clerk – Nick Richmond and Ward Councillor Barry Durkin

- 1. Apologies, declarations of interest and requests for dispensation**
Apologies were received from Cllr Slocombe. In his absence it was proposed by Cllr Windham that Cllr Crozier take the chair for this meeting. Cllr Powell seconded the proposal and all were in favour so Cllr Crozier took the chair. No requests for dispensation were made. Cllr Brandt declared a pecuniary interest in planning application 223415.
- 2. To approve the amendment to the council code of conduct.**
The clerk having drafted an additional clause in the code of conduct to reflect the decision made at the last council meeting regarding declarations to be made by councillors with property that shared a boundary with land subject to a planning application, a discussion took place as to its merits. Cllr's Windham and Rolt disagreed strongly with the new clause, and Cllr Windham advised that, having spoken to HALC on this matter she had been advised that when the matter was discussed at the previous meeting it should have been in closed session without members of the public present. Ward Councillor Durkin was asked for his views, and he said that the Localism Act on which codes of conduct were based was 'opaque' on such matters but at the end of the day the code of conduct was for each individual council to decide. Cllr Crozier called for a vote to be taken on approval of the amendment to the code of conduct and the vote was one in favour (Cllr Powell) four against (Cllrs Windham, Rolt, May and Brandt) and one abstention (Cllr Crozier) so approval of the amendment was rejected.
- 3. Ward Councillors Report.**
Cllr Durkin's report had been circulated and he went through some of the main points. No questions arose.
- 4. Open Forum.**
No members of the public were present.
- 5. Minutes of the meetings of 27th September and 15th August 2022.**
Cllr Windham disagreed with the minutes of 27th September where they referred to the airing of views by e-mail or social media as she thought Cllr Slocombe had not used those words.

The clerk advised that no individual councillors were mentioned in the minutes. Given the comments from HALC about the code of conduct discussion it was agreed that the minutes could be signed with the handwritten note that the item on the agenda of that meeting should have been held in closed session, and on that basis the chairman signed the minutes. It was also agreed to sign the minutes of the meeting of 15th August 2022.

6. **Planning Matters.**

To consider the following new application:

P223415 St. George's Church – re-pollarding of Lime Trees. Council voted to support the application. Cllr Brandt did not take part in the vote having declared an interest.

Sapness Farm. Three reports (environmental, ecological and hydrological) were awaited and a decision by the planning committee is expected by 9th November. Should any member of the public wish to view the video of the planning group meeting on 31st August they can search the HC website under *Planning and regulatory committee* and under that date there is a link to the video recording.

7. **Highways Matters**

Three issues were reported:

- a) A manhole cover near the junction in the village flips up when traffic passes over it. This has been reported to Welsh Water but as it is also a road defect the clerk is to report it on the HC website.
- b) The disappearing road surface at Sapness Cottage has been reported before but has not been acknowledged so the clerk is to report this again.
- c) The middle white line has disappeared at the Glowson Wood Roan junction with the Woolhope road so the clerk is to report this.
- d) **Social Value Projects funded by Balfour Beatty.**
This is ongoing Cllr Slocombe is in contact with HC/BB and in his absence this will be held over.

8. **Financial Matters**

a) The following payments were **AUTHORISED**:

- £ 396.97 Clerk salary October 2022.
- £ 99.20 Clerk tax October 2022.
- £ 191.99 Clerk expenses September 2022.
- £ 240.00 PFK Littlejohn external audit invoice.
- £ 546.00 Woolhope Cricket Club – Berryfields maintenance.
- £ 30.00 Woolhope Village Hall invoice July/Sept 2022
- £ 38.40 reimbursement Sally Webster trees for Broadmoor Common.
- £ 63.40 F White – playground inspection

b) The account balance £ 34,272.27 as at 29th September 2022 was noted.

c) The budget report was approved.

d) To consider the draft budget for 2023/24 and the level of precept request. The clerk advised that the budget included £2000 to cover election expenses, and proposed that the precept be left unchanged at £14,000. Council needs to approve the budget and precept at the next meeting so the precept request can be sent before the end of the year.

e) To consider a proposal to approve expenditure of £1,800.00 on new signage for Broadmoor Common. All councillors were in favour so this was **APPROVED**.

f) To consider a proposal to approve expenditure of £180.00 on website training for Kate Murray. All councillors were in favour so this was **APPROVED**.

g) To approve expenditure on a new council laptop up to £400.00. The clerk explained that having had approval to spend £289 on a specific laptop the price had gone up before he

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could purchase it hence the need for a new approval. Councillors were all in favour so this was **APPROVED**.

9. **Neighbourhood Development Plan.**

Cllr Rolt had forwarded a revised draft NDP which he said was now in a form that could be presented to residents. This can also be provided to the consultants who will produce a design code to go along with the NDP. The clerk will send this to them and arrange a meeting in the village with the consultant.

10. **Lengthsman & Drainage Grant.**

10.1 The clerk advised that Terry Griffiths will carry out a street sweep in the village and around the village hall car park once all the leaves have fallen. The drainage grant work is now in hand and will be completed soon.

10.2 The clerk has spoken to Richard Mills the Burghill lengthsman who's contact details were provided by Cllr Powell. Mr Mills confirmed that he did have some spare capacity and is happy to provide quotations for specific jobs.

11. **Footpaths.**

Cllr Powell had attended the TRO/PROW meeting at Hereford Town hall. He reported that it consisted mostly of parish councils complaining about the lack of action on PROW matters and it seemed unlikely that this would improve now it was 'in house' at HC due to lack of resources.

12. **Correspondence**

No new correspondence had been received.

13. **Replacement noticeboard opposite The Crown.**

Unfortunately Cllr May's contractor has personal issues at the moment so has not been able to provide a quotation for a new noticeboard, and the matter will be held over.

14. **Playground Inspection and Accessible swing for the playground.**

The report having been circulated the clerk advised that he had been contacted by a playground supplier and will meet them on site on 8th November. Cllr Brandt provided details of a contact who might build an accessible swing. The clerk pointed out that Cllr Chapman's contact advised using a recognised playground supplier particularly where the council's insurance cover is concerned. The clerk will advise on progress at the next meeting.

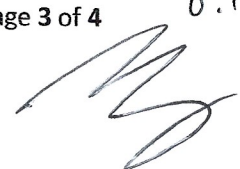
15. **Ashperton Estate Management Plan.**

Council had been approached as a stakeholder if it wished to give any feedback. Cllr Brandt had looked at the plan and considered it reasonable and worthy of support.

16. **Date, time and venue of next meeting and items for the next agenda.**

The next council meeting will be Tuesday 6th December 2022 7.30pm at Woolhope Village Hall.

Nick Richmond
Clerk
7th November 2022

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Signed By the Chairman:

Date: