

Woolhope Parish Council

Minutes of the meeting of Woolhope Parish Council Held on Tuesday 26th March 2024 7.00pm at Woolhope Village Hall

Present: Cllr. M. Slocombe - Chairman
Cllr. P. Hawkins
Cllr. S. Crozier

In attendance: Nick Richmond-Clerk, and Lengthsman Terry Griffiths

1. **To receive apologies, declarations of interest and requests for dispensation.**
Apologies were received from Cllrs. Rolt, May, Windham and Mair & Ward Cllr Durkin. No declarations of interest were made or requests for dispensation received.
2. **Ward Councillors Report.**
No report was received.
3. **To consider the co-option of a new councillor.**
No one has come forward to fill the vacancy.
4. **Open forum**
To receive the views of local residents on parish matters.
No members of the public were present.
The parish lengthsman Terry Griffiths explained the background to the two invoices that council had not paid at the last meeting. The village sweep was in fact a smaller invoice than the previous one as it was completed in a day and three loads of spoil were disposed of whereas the last time five loads of spoil were taken and the sweep had taken a second day to complete. The maintenance day invoice had not included a deep cleansing of drains with the jetter lorry so in future a deep cleansing will be requested. In order to clarify councils requirements the clerk will draw up a new contract. In light of the clarifications provided a cheque was signed covering the two invoices.
5. **Meetings:**
To agree the Minutes of the Parish Council Meeting held on 27th February 2024.
The minutes were agreed and signed by the Chairman.
6. **Planning Matters**
 - a) **To consider new applications received since the last meeting now due for consideration:**
P240571 The Stone Barn- Silver Birches x3 fell to ground. Council voted to support the application.
P233756 Siegewood Cottage – revision to farm track. Council voted to support the application.
 - b) **To note any planning decisions made:**
None notified.
7. **Highways Matters**
 - a) **To consider any new highways issues for reporting to Balfour Beatty.**
Cllr Slocombe advised parishioners to report any highways defects on the Herefordshire Council website.
 - b) **To consider the road closures associated with the Hills Ford Stages motoring event**



proposed for Sunday 15th September 2024.

The liaison officer for the stage having visited The Crown many issues had been addressed and the consensus among parishioners was supportive of the event. A stage viewing area with parking was suggested that might generate funds via a parking fee.

8. Financial Matters

a) The following payments were authorised:

£ 466.27 Clerk salary March 2024

£ 116.40 Clerk tax March 2024

£ 257.00 Clerk expenses March 2024.

£ 528.00 Terry Griffiths Contracts – village maintenance day

£ 962.40 Terry Griffiths Contracts - village sweeping

b) The bank balance of £18,520.38 as at 28th February 2024 was noted.

c) The current 2023-24 accounts were approved and Cllr Hawkins signed the bank reconciliation.

d) The clerk having spoken to HMRC an appeal will be lodged against the penalty charges and no further payment will be made until the result of the appeal is known.

e) It was agreed to appoint HALC as the council internal auditor.

9. Neighbourhood Development Plan.

To discuss progress.

The clerk had provided the consultant with the list of the 25 Reg 14 consultees. The consultant had updated the consultation document. Once the new draft NDP has been proof read the clerk will submit all the documents to Herefordshire Council for independent review and then referendum.

10. Broadmoor Common

Update on the expression of interest submitted to Herefordshire Council for a long lease.

Herefordshire Council had sent a Heads of Terms agreement for council to consider. Noting that it said that legal and surveyors fees are payable by the Tenant the clerk had enquired how much these were and was advised that they could be a maximum of £ 2,250. The clerk has asked why such a short contract might attract such a high fee and stated that it does not encourage parish council to sign up to the contract when so expensive.

11. Lengthsman.

To receive an update.

See agenda item 4. The clerk has now received the 2024-25 lengthsman contract and the management plan for signing at the April parish council and returning to Herefordshire Council.

12. Footpaths.

To consider any footpaths issues.

Cllr Hawkins attended a training session held by the volunteer co-ordinator for Herefordshire Council. The session was one of several planned around the county with a view to building a team of volunteers and footpaths officers to maintain public rights of way. A budget of £250k has been set aside for PROW in the county.

13. Correspondence.

The correspondence from Elizabeth Vice was noted. The clerk has asked Ward Councillor Durkin where its 30mph TRO sits in the list of TRO's awaiting action.

14. To receive an update on replacement noticeboards.

The new noticeboard for the wall opposite The Crown has been delivered to Cllr Slocombe who will have it sealed and installed. Further noticeboards can then be ordered.

15. To consider quotations for rebuilding the wall at the Church and removal of the trees.

Council thanks Cllr Crozier for burning the branches and debris left from the felling of the



trees. Cllr Crozier suggests that the remaining ivy is best cut down at ground level following which a further assessment of rebuilding work can occur.

16. To consider an accessible swing for the playground.

The clerk reports that the standard grant available from the National Lottery has increased from £10k to £20k so he will obtain fresh quotations with a budget of 20k..

17. To consider missing village signage.

Cllr Hawkins advised that a village sign on Broadmoor Common was damaged and removed but the posts remain in place. The clerk asked for a picture and will report it on the Herefordshire Council website asking for a replacement .

18. To consider new issues raised by the Village Hall committee.

Cllr Hawkins is awaiting a quotation for replacing the rotting posts in the village hall car park, but may be able to carry out the work himself. The clothes bank he suggested would be best positioned behind the noticeboard so as not to take up a parking space.

19. The next meeting will be held on Tuesday 23rd April 2024 7.00pm at Woolhope Village Hall.

Clerk - Nick Richmond
2nd April 2024


P. Hawkins
J. Chair