

# Welsh Newton & Llanrothal Group Parish Council

Minutes of the Meeting of the Group Parish Council,  
**Held online via Zoom – due to the Coronavirus Pandemic**  
**On Thursday 12th November 2020**  
**At 7.30pm**

**Present:** Councillors: Mr. Craig Bligh (Chairman); Mr. Steve Wilkes, Ms. Elissa Swinglehurst and Mr. Keith Simmons

**In attendance:** Mrs. Emma Thomas – Parish Clerk

**Public:** 1

**1. To receive and accept apologies for absence**

None

**2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items**

None

**3. To consider the co-option of a parish councillor for Welsh Newton Parish.**

The potential co-optee was not present so it was AGREED to defer this item.

*Cllr Debbie Clarke joined the meeting*

**4. To agree and sign the minutes of The Group Parish Council meeting held on 8<sup>th</sup> October 2020**

Item 5.2 was altered to “an update was received”. The minutes were then APPROVED and duly signed by the Chair.

**5. Public Question Time**

None raised

**6. Reports**

**6.1 Ward Cllrs report & Q & A time**

The report included the following items:

- The Hereford Bypass Transport has been through Scrutiny and will now go to Full Council
- An Ecological Emergency Report is being worked upon
- A conference of the Association of Drainage Authorities had been attend

It was QUERIED why the Parish Council had not been consulted on application 203183 - *clerk to investigate*

**6.2 A brief report on the situation of the River Wye and phosphate levels.**

A further update will be given in December

**7. Common**

**7.1 To consider an update on the survey on the future management of the Common**

It was REPORTED the first draft had been circulated. The following commens were made:

- The survey would go to all those living on the Common.
- It would delivered in paper format
- The objective of the survey is only to initiate discussion

It was AGREED that Cllr Craig Bligh will update the survey and circulate it to Councillors for approval. The clerk will then post copies to all households involved.

**7.2 To consider purchasing traffic calming signs for the unadopted highway on the Common.**

It was AGREED to purchase two signs at a cost of £108 plus VAT. The clerk would continue to seek installation costs from the lengthsman. Siting of the signs would be AGREED between Cllrs Debbie Clarke, Steve Wilkes and the lengthsman.

**8. Planning**

**8.1 To note planning application approved / refused by Herefordshire Council since the last meeting**

The following table was NOTED

Date	App. No.	Description	PC Comment	HC Decision
14.05.20	200954	2 Steepways, From St Wolstons Road to Nythfa Property, Welsh Newton, NP25 5RT Proposed development of two dwellings.	Object	Appeal pending
08.10.20	202929	Meadow Barn, Barn Conversions Llanrothal Court, Llanrothal, Monmouth, NP25 5QJ Removal of existing soft wood double glazed windows and doors in main house and external studio and replace with like for like. Listed Building Consent	Support	Approved with conditions

## **8.2 To consider planning applications for determination by Herefordshire Council**

### **8.2.1 203506 - Laurel Cottage, Welsh Newton, Monmouth, NP25 5RT**

Proposed 2 storey rear extension, new garage, garden room and play area.

It was RESOLVED to support this application with the following conditions:

- The garden room and garage are not turned into separate dwellings in the future
- The height of the roof complies with WNLGPC NDP Policy WNL4

## **8.3 To consider next steps in formulating an Emergency Planning Policy**

It was AGREED that all Councillors should bring key issues to the December meeting in order to start formulating a policy

*Cllr Debbie Clarke left the meeting*

## **8.4 To consider holding an NDP Review meeting with Herefordshire Council NDP Team**

It was AGREED that an NDP Review meeting would be useful. It was AGREED the clerk should arrange one.

## **9. Finance**

### **9.1 To note the November Finance report and bank balances – Appendix 2**

The clerk REPORTED that the budget remained underspent for the period. The report was APPROVED as evidence of budget monitoring and bank reconciliation.

### **9.2 To consider the following invoices for payment:**

9.2.1 Clerk's November Salary

9.2.2 Clerk's November expenses £8.29

9.2.3 Autela Payroll Services £64.32

9.2.4 Terry Griffiths – Roads maintenance and LO11 repairs as agreed. £951.60

The above invoices were APPROVED for payment. The clerk's salary will have £52.22 deducted to compensate for the overpayment made in error last month. It was also confirmed that the £1 over-payment made to Cllr Swinglehurst in error has been repaid.

### **9.3 To consider the draft budget and precept for 2021-22 – Appendix 3**

It was RESOLVED to approve the budget and precept for 2021-22

## **10. Lengthsman and footpaths**

### **10.1 To consider work to be carried out by the lengthsman – including planning maintenance days for the winter**

It was AGREED that the remaining four maintenance days requested should go ahead. It was further requested that the grips and gullies along the A466 are cleared

### **10.2 To consider work to be undertaken on the parish footpaths**

The following items were RAISED:

- The Market Path between Newton Lodge and May Tree Cottage still needs clearing
- Could the clerk chase up the response to the moving and addition of a gate on the Jubilee Path

### **10.3 To consider an update on the application for funding for drainage issues on C and U class highways.**

It was REPORTED that a further £8552.50 has been granted in funding for drainage issues – it was AGREED that the lengthsman should prioritise which issues need doing first up to the total sum of £8552.50.

## **11. Highways**

### **11.1 To consider road issues for reporting to Balfour Beatty**

None

### **11.2 To consider an update on installing white gates (traffic calming) on the approach to the village**

It was REPORTED that new quotes for the gates had been obtained. The total cost was £345.80 plus VAT. It was AGREED to go ahead with these gates. The clerk will put the paperwork in place for the installation as well as obtaining a price from the lengthsman to install and paint the gates. It was REQUESTED that the clerk also double-check that similar structures in white "plastic" are not available for a similar price.

## **12. Defibrillator**

### **12.1 To consider an update on the installation of the defibrillator**

It was REPORTED that authority from the Village Hall had come through for the installation, and a date and time from the electrician was awaited.

### **12.2 To consider an update on funding towards a defibrillator on the Common**

It was REPORTED that a grant from the BHF would be available in 2021. The Council could purchase another defibrillator for £600 using this system. It was AGREED to wait for this grant to open. Meanwhile it was AGREED that it should be checked that suitable power was available for use in the phone box. The group that have fund raised for this defibrillator were thanked again for their efforts with this.

*The parishioner left the meeting*

## **13. Environment**

### **13.1 To consider promoting wild flowers on the wide verges in the parishes**

It was AGREED to defer this item until December

### **13.2 To consider the Great Collaboration November workshops**

The timetable of workshops were NOTED

## **14. To consider an update on replacing the notice boards on Welsh Newton Common.**

It was AGREED that the lengthsman should be asked to look at the board and advise if it is suitable for installation

**15. To consider responses to the “Code of Conduct Arrangements” consultation**

The clerk RECOMMENDED that individual Councillors submit responses to the proposed alterations. The Clerk will forward responses by HALC.

**16. Correspondence**

- **GigaClear – Unregistered Titles.** – It was AGREED that Councillors should give any details to the clerk for a response to Gigaclear.

**17. To consider the outstanding actions**

The table below was considered:

Date	Minute	Item	Status
13.06.19	11.5	Update on the Market Path DMMO submitted in 2015	Clerk has now received the original application for checking by Councillors. The application was checked for re-submitting. Following feedback from HC – further detail is needed to complete the application. HC contacting the Commons Department for clarification. Clerk still awaiting response
13.06.19	14	Update on the future of the Post Office	Negotiations ongoing with out-reach service It was REPORTED that this was planned to take place in the Village Hall. Parishioners commented that they felt there was little interest in such a service. Cllr Debbie Clarke AGREED to undertake a survey of opinion for reporting at the March meeting. It was NOTED that Welsh Newton Common parishioners do not feel the need for a mobile post office. Awaiting an update from the Post Office
09.07.20	12	Pembridge Castle ownership	Clerk received response from Okells Francis Law. They are Executors and Trustees of her Estate for now.
10.09.20	10.4	Footpath over deregistered Common by Newton Lodge	Clerk has now received the forms and will liaise with Cllr Steve Wilkes - <b>underway</b>
08.10.20	12.1	Free Woodland Trust Trees	The clerk has contacted Llanrothal Church – <b>the church would like one cherry tree. It was NOTED that this would not be available under the Woodland Trust scheme</b>

**18. To consider items for the next meeting – No discussion**

None

**19. Date of next meeting – 10<sup>th</sup> December 2020**

NOTED

*A resolution was passed to exclude the press and public from the following confidential item*

**20. To consider the clerk’s annual appraisal.**

The annual appraisal was deemed successful and the clerk was thanked for her hard work. She was awarded a salary increase to SCP 29.

*The meeting closed at 22.01pm*

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_