

WIGMORE GROUP PARISH COUNCIL
DRAFT Minutes of the meeting held on Monday 13 July 2015

PUBLIC SESSION : Members of the public present: 1

		ACTION
1	<p>Present: Councillors Graham Probert (GP)(Chairman), Bryan Casbourne (BC), Alan Dowdy (AD), Vic Harnett (VH), Jenny Johnson (JJ), Clare Major (CM), Kevan Perkins (KP); Rachel Dixon (Locality Steward)(RD)</p> <p>Apologies: Carole Gandy (Ward Councillor), Dean Curtis (Head Teacher, Wigmore School)</p>	
2	<p>Declarations of Interest : BC and JJ declared a non-pecuniary interest in Item 8 – Village Hall.</p>	
3	<p>Co-option of Councillors</p> <p>3.1 There remains one vacancy for Elton to which the Council may co-opt. No-one has so far come forward.</p> <p>3.2 Cllr Anne Gilbert has decided to stand down after 4 years as a councillor. Since AG was elected in May, this vacancy needs to be advertised. LH has advised the Elections Department and an advertisement will be posted shortly.</p>	
4	<p>Reports:</p> <p>4.1 Dean Curtis, Wigmore School had sent his apologies.</p> <p>4.2 Ward Councillor Cllr Carole Gandy (CG) was unable to attend the meeting but had sent a written report which is appended to these minutes.</p> <p>4.3 Locality Steward</p> <p>A4110: RD confirmed that resurfacing to the A4110 will be carried out from 3-5 August (weather dependent). This is the stretch agreed by Councillors following the previous meeting – extending from just South of Lingen Lane to the junction with Ford Street.</p> <p>Killhorse Lane has been resurfaced: CM reported that it is much improved. A further section of this road remains to be resurfaced.</p> <p>Castle footpath: RD has worked with Wigmore’s Footpaths Officer to measure and cost the work to improve the path from the Church to the Castle. The cost (to include terram membrane, revetement boards and handrails) is £6,750 for materials only. PROW may be able to offer some funding next year. In the meantime, the estimate will be included in the application for funds by the Wigmore Community Interest Group (Church and Castle project). It is understood that English Heritage have a small fund for their ‘open sites’, which may contribute.</p> <p>Pipe Aston track: CM reported that Pipe Aston residents are concerned about the possible closure of a track leading from the hamlet to Mortimer Forest. RD recommended that this should be taken up with Mike Mable at Hfds Council, who can advise on map modification orders.</p> <p>Village Sign: RD continues to pursue the provision of Wigmore village signage.</p> <p>Goodbyes: Councillors expressed their great appreciation of the help and support given by Rachel during her time as Locality Steward for Mortimer Ward and wished</p>	h

	her well in her new role on leaving BBLP. RD will confirm interim arrangements before she leaves.	
5	<p>Minutes of previous meetings (8/6/15) The minutes of the previous meeting were agreed to be an accurate record of the meeting and signed accordingly. Proposed: KP Secoded: CM All in favour.</p>	
6	<p>Highways 6.1 Accident outside shop. Carole Gandy had taken this up with HC and the Police; the matter will be discussed at the School Governors' meeting on 16/7/15. Further advice is awaited. Councillors were concerned about where a crossing could safely be established. 6.2 Resurfacing of A4110 - see above.</p>	
7	<p>Lengthsman update A contract between WGPC and SL Woodfield has been prepared for the parish mowing. Councillors APPROVED the contract with slight amendments. Proposed: BC Secoded: CM All in favour Contracts for other work under the Lengthsman scheme will also be prepared for approval.</p>	LH
8	<p>Wigmore Village Hall – to consider proposal to contribute to the cost of roof repairs. It was first confirmed that the Management Committee of Mortimer Country Stores had decided not to take the £1000 contribution previously agreed by WGPC. This was as a result of improved trading since the application was made. This sum can now be released from earmarked funds. BC and JJ reported that the Village Hall roof leaks and supporting timbers are rotting. Necessary repairs will cost £10,500. Funds currently stand at approx. £6,000 including an agreed grant. The Village Hall Management Committee had requested support from the Parish Council to enable them to carry out repairs. Councillors agreed that these were necessary repairs and the building benefits the whole community. It was AGREED that a contribution from reserves of £3000 be made. Proposed : KP Secoded: AD All in favour. BC undertook to refer back to the PC if the remaining funds could not be secured.</p>	BC
9	<p>Parking on King's Meadow When King's Meadow was built, parking for 1.5 cars per household had been allocated. In a rural area, it is inevitable that there are more cars and parking has become a significant problem, with emergency vehicles potentially unable to get through. Informal soundings suggest that residents would be prepared to lose some of the green areas (no longer maintained by Hfds Council) in order to create 20-30 additional parking spaces. Cllr Gandy had taken this up with the relevant department at HC, with the police and with BBLP. It is necessary to consult with all King's & Queen's Meadow residents on this matter (and to secure a high level of response) before a case can be put to BBLP to carry out the necessary work. The question of cost and funding would then be a matter for further discussion. It was AGREED that a questionnaire, to include a diagram showing proposals, be prepared and inserted in the August Mortimer News, for distribution to King's Meadow and Queen's Meadow residents. These could be returned to a box placed in the shop.</p>	KP/BC

<p>10</p>	<p>Updates</p> <p>(a) Noticeboard. No progress. GP to take back noticeboard.</p> <p>(b) Defibrillator: Due to failure in getting the equipment up and running at the Castle Inn, and the departure of the landlady, it was debated whether the defibrillator should be moved to the shop or the village hall. The cabinet would be removed from the Castle Inn, tested and sent back to the supplier if faulty. It was suggested that a metal cabinet would be more robust. It was AGREED that, for the time being, the equipment would be located in the shop so that it could be used. This information to be advertised in the Mortimer News.</p> <p>Kevill Davies charity: JJ had arranged for the charity, which existed to benefit the sick, to be closed. A cheque for £350 had been received: this represents the charity fund of £203.94, the remainder being compensation payment for delays by the bank in processing the request to close the account. It was AGREED that the charity sum should be put towards defibrillator costs. JJ proposed and was unanimously supported in requesting that the balance (£146.06) be put towards the Village Hall roof repairs.</p> <p>(c) Millennium Green Initial tidying and clearing of moss has improved the appearance of the green. A decision on the grant is expected before the end of July. (An application for £750 for refurbishment and a further £250 for plants has been submitted).</p> <p>(d) Church project: this project is not sponsored by WGPC but updates are received each month. Meetings have been held with many interested parties, who all support the proposals to develop parts of the church for community use. Plans were circulated for councillors’ interest. A community consultation event had been held. An application has been sent for an initial set up grant and significant funding will be sought from the Heritage Lottery Fund.</p> <p>(e) Community Field (<i>this item was considered earlier in the meeting to allow TS to leave, but minuted as per the agenda</i>). Tom Smith (TS) reported that preparations for using the football pitch (first matches in September) were moving ahead. Aluminium goalposts had been sourced at a cost of £1378 (incl. VAT). There were concerns about potential for theft and it was recommended that steel posts be sourced instead. AGREED: GP to work with TS to organise purchase of goalposts from Community Field Fund up to the amount of £1000. Proposed: KP Seconded: CM All in favour</p> <p>In the first instance, TS has negotiated use of the school facilities for showers and changing. TS will continue to investigate costs involved in purchase and establishment of facilities on the field. (It was noted that (a) services are at the Bury Lane end of the field and (b) a strip of 30m is not included in the designated land to allow for possible future widening of the road. TS will prepare proposals for WGPC to consider. TS to provide BC with information about the forthcoming season and possible football practices for children for publication in the August Mortimer News.</p>	<p>GP</p> <p>BC</p> <p>GP/TS</p> <p>TS</p> <p>TS/BC</p>
<p>9</p>	<p>Regular items</p> <p>(a) Neighbourhood Plan. No further progress can be made until the Core Strategy is adopted.</p> <p>(b) Mortimer News – Next issue will be out in mid August. BC will include</p>	

	<p>information about the defibrillator.</p> <p>Website – David Swatton who has kindly undertaken to post information on the website is doing an excellent job. It was agreed that any information for the website, including clubs and societies, should be sent via LH.</p> <p>(c) Traffic Calming – VH reported that there are few volunteers for this project and he is disinclined to continue with sole responsibility for organising. A number of other communities in Herefordshire wish to trial the scheme and therefore the kit is likely to be surrendered for use by others.</p>	
11	<p>Payments:</p> <p>(a) Payments from the General Fund & Community Field fund were agreed as detailed. Proposed: CM Secoded: VH All in favour.</p> <p>(b) Payments from the Lengthsman Fund were agreed as detailed. Proposed: GP Secoded: BC All in favour.</p> <p>LH had prepared a quarterly bank reconciliation, as required by the Financial Regulations. VH to check.</p>	VH
12	<p>Planning</p> <p>(a) Wetmore Farm – Woodland management plan received from Pryor and Rickett: no objections/comments. LH to notify the agent.</p> <p>(b) 150651 Barn and Barnett Wood: Change of use from Forestry Workshop to holiday let. Update: Permission granted with conditions. Other planning matters:</p> <p>(c) The Oak: Cllr Gandy had confirmed that the Council was still awaiting further plans re the rear extension of the building. The Planning Department had undertaken to chase this up.</p> <p>(d) The Castle: no further updates following dismissal of the Appeal.</p>	LH
15	<p>Correspondence</p> <p>Items for decision:</p> <p>(a) Request for anti-dog fouling signs on the snicket between Castle Street (Brook House) and Church Street (Castle Cottage): AGREED to order signs from the Council – 2 @ £10. Proposed: BC Secoded: GP All in favour.</p> <p>(b) Request for bench in memory of Pam Williams: AGREED to have engraved plaque on refurbished bench on Millennium Green. JJ to ask Mary Bunting for suggested wording.</p> <p>(c) Residents of 6 & 8 Ford Street had asked for trees on school property bordering their gardens to be cut back. BC had asked the School Business Manager to look into this and it was confirmed that this would be done at the end of August. LH to notify residents.</p> <p>(d) CAB (Citizens Advice Bureau) had asked for WGPC to consider a contribution and had provided statistical information to show that Mortimer Ward residents had used and benefited from the service. It was AGREED that £100 be donated. Proposed: BC Secoded: VH Majority in favour.</p> <p>Other matters:</p> <ul style="list-style-type: none"> Budget consultation meeting – 22/7/15 at 6.30pm. Shire Hall, Hereford. VH would not now be able to attend the Hfds Council Budget Consultation meeting on 22/7/15 at 6.30pm at the Shire Hall. Other councillors were invited to attend. 	LH JJ LH

	<ul style="list-style-type: none"> ● Herefordshire Watch Scheme Co-ordinator: information about the new Co-ordinator, Paul Crumpton, had been circulated with the HALC Information Corner. KP said that he would attend a meeting of local Watch co-ordinators shortly to be held at Brimfield. ● Police Reports to PCs. It had been suggested that instead of asking Community Police Officers to attend all parish council meetings, it might be a more effective use of their time if they were invited to attend the quarterly Ward Chairs and Clerks meeting, with information being cascaded to Parish Council meetings. Councillors supported this idea. LH to liaise with CPSO Pete Knight. ● Weeds in Ford Street: a request had been made 2 years ago to Marches Housing to clear the weeds growing between the wall and pavement by their bungalows at the top of Ford Street, which they did. It is now overgrown again. LH to liaise with MHA to request clearance. 	<p>LH</p> <p>LH</p>
Date of next meeting: Monday 14 September 2015 at 8pm.		
The meeting closed at 10.20pm		

FINANCE – JULY 2015

i) PAYMENTS from General funds				
	Supplier	Item	Amount £ incl. VAT	VAT £
1	Plusnet Dir/debit	Broadband (July 2015)	33.00	5.50
2	L Henry	Clerk's salary + expenses	278.81	
3	Bowdler & Co	Clerk's PAYE (June 2015 – as above)	61.20	-
4	JRB Enterprises	Dog bags	101.70	16.95
5	Wigmore VH	Quarterly cleaning charge + clerk's cupboard rental	521.25	-
6	HALC	50% of training course on audit attended 23/4/15 – shared with Aymestrey. (Credited full £25 shown in last month's payments.)	12.50	2.50
7	SL Woodfield	Topping of football pitch & field (paid from Community Field fund)	720.00	120.00
8	SL Woodfield	Mowing & strimming Leinthall Church	172.00	34.40
TOTAL PAYMENTS FROM PRECEPT / COMMUNITY FIELD FUND			1900.46	179.35
ii) PAYMENTS FROM LENGTHSMAN FUNDS				
			-	-
1	SL Woodfield	Wigmore parish mowing & strimming 4@ £118.00 + 4@£20 + vat	662.40	110.40

WIGMORE PARISH COUNCIL REPORT from Cllr Carole Gandy. JULY 2015

A copy of the email sent by a parent to the parish council concerning their child being hit by a car in the High Street was forwarded to me. I have spoken to Simon Hobbs at the County Council who is responsible for looking at accident black spots etc and he is looking into the matter. I also spoke to Rachel about it, because if a crossing would help the situation, it seems logical to install it at the same time as the road is resurfaced. Bill Wiggin MP has also written to the Council Chief Executive. My view is that it is not just an issue for children living on the opposite side of the road to the school but the fact that the shop is on that side as well draws children across the road. A crossing would at least be an attempt to get the children to all cross the High Street at the same point.

I visited Wigmore High School with Cllr Roger Philips recently to discuss the effect on the new policy on school transport. The Head felt that at present the school had seen little effect on its numbers and was in fact over subscribed for September but he and the governors will continue to monitor the situation. I will be going back to look round the school some time in the Autumn term.

I yesterday went to Herefordshire Leisure Centre to the Sainsbury's School Games and watched a number of primary and secondary schools participating in many sports. Both Wigmore primary and secondary school were represented and I watched a very interesting tag rugby match between Wigmore girls and boys and St Pauls, which Wigmore won 4 – 0.

I attended the public meeting concerning the proposals for the church which I found very interesting and I was pleased there was such a good turn out.

On the 26th June I arranged a surgery for the MP in Wigmore which gave the group a chance to present their plans to him. He has offered to help them in any way he can.

I have been advised that any request for an improved parking scheme for Kings Meadow should be submitted by the Parish Council and would entail consultation with local residents. I have no knowledge as to whether, even it was agreed, that there would be any funding available to carry out such a scheme. I also contacted PCSO Peter Knight who has agreed to keep an eye on the situation.

I supported the decision by the Parish Council for Balfour Beatty to resurface the area on the map marked B – B. I have also received assurances that A – B will be patched where necessary as that section is also in a bad condition.

I am in discussions with the MP regarding traveller sites as at present the planning legislation is far more lax for genuine gypsies than it is for other residents. I understand from Bill Wiggin that there was a consultation that took place with LA between Sept and Nov last year but no report has yet been published. He is going to chase this for me as in some parishes it is a real problem. I have asked the Enforcement Officer to look at the site which was raised with me by Vic.

I sent you information on funding for community green spaces but apologise if you already received this info as I am often unclear what you get and what you don't

Broadband continues to be a contentious issue and despite discussions with Officers Mortimer will still be the last area to be sorted. The timescale is by the end of 2016 but BT are behind schedule.

There is a workshop in Wigmore on 8th July for businesses to advise on Cloud and Social Media. Businesses will have to register and I have sent details to PC

I went to the Opening Ceremony at the start of Armed Forces week.

I have been put on both the General and Health Overview & Scrutiny committee, so if your parish an important issue you would like either committee to scrutinise please do not hesitate to let me know.

Now that I am getting to grips with the work, I hope to start putting items into parish magazines, probably on a quarterly basis but I will see how it goes. I don't want to just waffle and I believe it needs to be interesting.

Like you I was very sorry to hear that Rachel Dixon was leaving, she will be a hard act to follow.