

WIGMORE GROUP PARISH COUNCIL
Approved Minutes of the meeting held on Monday 8 February 2016

PUBLIC SESSION : Members of the public present: 0
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		ACTION
1	<p>Present: Graham Probert (GP)(Chairman), Vic Harnett (VH), Bryan Casbourne (BC), Alan Dowdy (AD), Jenny Johnson (JJ), Kevin Perkins (KP); Helena Leclezio (HL); Clare Major (CM)</p> <p>Apologies: None</p> <p>In attendance: Ward Cllr. Carole Gandy (CG); Tom Smith (TS); Representatives of Teme Valley Youth Project – TVYP(Chris Shurmer, Kate Sachser, John Ralph, Fiona Naylor); Jano Rochefort (JR)(Clerk).</p>	
2	<p>Declarations of Interest: Cllr Perkins – pecuniary interest (3.3 Kings Meadow flooding); non-pecuniary interest (Item 3.1 TYVP; Item 5.2: Community Field)</p>	
3	<p>Open Session: reports received as follows:</p> <p>3.1 Representatives from TVYP gave council a presentation on the possibility of co-operating with Wigmore Football club to install a facility on the Community Field that would combine changing rooms for the club and a meeting room facility for TVYP. This proposal is at a very early stage and the council’s view was sought as to whether support would be forthcoming. In discussion councillors agreed in principle with the idea but stated that much more detailed information would be needed as the proposal progressed and that residents of Wigmore and Kings Meadow in particular also needed to be kept well informed and their support enlisted. Issues raised were the need for planning permission; ensuring the facility’s appearance was in keeping with the surrounding rural location; security of the facility; provision of a good car parking area; ownership of the facility vis a vis ownership of the community field. An item will go into the next newsletter and TVYP were encouraged to think about holding an open day presentation as soon as possible. See Appendix 1.</p> <p>3.2 Cllr Carole Gandy - Ward Councillor. (CG) reported the following items:</p> <p>Herefordshire Council: It is proposed to increase council tax by 3.9% in 2016/17. 1.9% is to protect council services including safeguarding and 2% is the amount the government has allowed councils to further increase council tax to alleviate the significantly rising costs of adult social care. The proposed increase would mean a rise of around £4 per month on a band D property.</p> <p>The December local government settlement for Herefordshire was significantly lower than anticipated. In the last 5 years the funding for council services through central government has reduced by 80% and by 2020 it is predicted that council services will be funded almost entirely by council tax and business rates. Herefordshire business rates do not bring in as much income as wished as without the necessary road infrastructure there is nothing to attract significant businesses to this County, unlike Worcestershire which has one of the highest business rates incomes due to its proximity to motorways etc.</p> <p>The Council delivered £59 m of savings in the financial years 2010 – 11 to 2015 – 16. An additional £28 m of savings in the financial period 2016-17 – 2019-20 have been identified. This gives total savings for the financial period 2010-11 – 2019-20 of £87 m.</p>	

	<p>The council did offer some extra match funding to parish councils to support the Lengthsman Scheme and the P3 scheme, to my knowledge only one parish in Mortimer ward took advantage of this proposal, which was Wigmore and the scheme has now closed.</p> <p>Planning issues:</p> <p>i) Art Studio, Barnett Lane. CG visited the site on 24 Jan and it seemed that the studio had been removed.</p> <p>ii) The Castle Inn. Re extractor fans - The resident complaining about the fans is in ongoing discussions with officers. He has been advised that the majority of the fans have been in place for many years but the council is looking at odour emissions. Re Holiday Home Park - Have discussed this with the Enforcement Officer and been advised that the last application was for a further 8 mobile homes to be sited on the right hand side where the work is currently progressing. Previously on the left had side they had applications in the 80s and early 90's for 10 mobile homes and then for another 2 and 2 tourers. Therefore the sites appear all to have planning permission. She is however investigating the situation with regard to the trees and the hedge. If the hedge belongs to The Castle and was not part of the conditions of any of the previous applications and is not an historic hedge then nothing can be done. The fact that it acts as shelter for sheep is not a planning matter but a civil matter. The Enforcement Officer has tried on numerous occasions to speak to Mr Williams but so far unsuccessful.</p> <p>iii) 6 Ford Street. Owner has tidied up the frontage but the Enforcement Officer wants all the scrap removed.</p> <p>iv) 2 Kings Meadow. Contacted Kemble Housing again on 25 Jan and still waiting for response.</p> <p>v) Wigmore Castle. Mr Gaunt is now home but confined to bed so officers have requested a visit to discuss this matter.</p> <p>iv) Dog Fouling. CG tried to arrange for enforcement officers to be on site at the time this was happening to catch residents and their dogs in the act but nobody was able to provide detailed information so this was cancelled.</p> <p>3.3 Flooding at Bury Lane KP expressed concern regarding the build up of debris along the course of Wigmore Brook. During the heavy rains over the 5 & 6 Feb the brook had risen significantly threatening to flood houses at the lower end of Kings Meadow. A resident from Kings Meadow had spent many hours clearing a grid to prevent this. KP was concerned that there had been a slow reaction from Herefordshire Council's Emergency Line in reacting to the problem. CG has spoken to the Locality Steward who was not sure if this was BBLP's responsibility but he stated that no resident should attempt to clear the brook or grids. HL and KP stated that in the past Amey and latterly BBLP had cleared out the brook but tended to leave the debris on the side only for it to fall, be thrown or swept back into the water. KP is also concerned that the grid covering the brook on the school's land cannot be properly maintained as the security key has been lost. CM noted that Pipe Aston also has problems with the debris collecting in their brook and residents clear it out themselves to prevent houses flooding.</p> <p>AGREED: Council will ask P Blackburne to take on task of regularly clearing the brook's grids as part of the Lengthsman's scheme. Clerk to send contract to P Blackburne. KP to contact Mr Blackburne if flooding at Kings Meadow is imminent.</p>	JR
4	Minutes of previous meeting: 11 January 2016: ACCEPTED unanimously.	
5	Update on matters previously considered: 5.1 Defibrillator – The exterior casing has been bought and delivered. It will require a	

	<p>qualified electrician to install it. It is too deep to be fitted to shop wall but could be sited at the village hall. JJ said that was not a problem. AGREED that defibrillator will be sited at Wigmore Village Hall. A notice will be placed at the village shop giving its location.</p> <p>5.2 Community Field & Mobile Home – The mobile home has been moved back to the Castle Inn. See also Item 3.1 re Community Field.</p> <p>5.3 Elton Vacancy – No response to posters. GP is to approach Robert Bilborough.</p> <p>5.4 Litter Bins, Rubbish & Dog Fouling – BBLP is now responsible for emptying litter bins. Unclear how often this will occur. The bin near the shop fills up very quickly and residents clear it to prevent litter overflowing onto the pavement and road. HL previously requested that a bin be sited on School Road near the church which many walkers use to get up to Wigmore Castle. AGREED to move the small litter bin near the shop, up to School Lane and attach it to the fingerpost by Chy-an-Whylorian, and replace it with a 50 litre post-attached bin. Clerk to obtain prices for a larger bin.</p>	<p>BC</p> <p>GP</p> <p>JR</p>
6	<p>Finance:</p> <p>Payments from the budget as shown below. APPROVED unanimously</p>	
7	<p>Planning:</p> <p>7.1 160090 – Keep Cottage, Castle Street, Wigmore HR6 9UB – Propose to fell Beech Tree. DECISION - No objection</p> <p>7.2 160185 – Forest Croft, Lingen, Deerfold, SY7 0EE – Replace former rear extension with 2 storey extension. DECISION - No objection</p> <p>7.3 160286 – Millennium Green, Wigmore – Proposed works to silver birch tree. DECISION - No objection</p> <p>7.4 160243 – Chapel House, Wigmore HR6 9UJ – Single storey extension. DECISION - No objection</p> <p>7.5 160282 & 160283 – Land at Wigmore Hall, Wigmore, HR6 9UL – Conversion of Redundant buildings to form single dwelling (Total of 2 new Properties) DECISION – Comment – to raise concerns regarding proposed increase in the number of vehicles that would have to access the A4110 using the Wigmore Hall driveway.</p>	<p>JR</p>
8	<p>Neighbourhood Plan: Wigmore’s plan needs to be checked for compliance with Herefordshire Council’s Core Strategy. This will be done shortly. If the plan is found to be satisfactory and if Wigmore GPC agree to the plan, the next stage is to consult with residents before formally submitting it to Herefordshire Council for examination (Regulation 14)</p>	<p>BC</p>
9	<p>Annual Playground Inspection: DECISION – Agreed to use Herefordshire Council’s approved inspector a rate of £50.60 per site inspected.</p>	<p>JR</p>
10	<p>Herefordshire Community Champions Award: The details have been forwarded to the village shop for wider dissemination and also to TVYP as there are several categories for young persons.</p>	
11	<p>Mortimer Villages Newsletter: The next edition should be published by next week. Distribution around the Deerfold area may be difficult as the usual person may not be able to help on this occasion. If requested it may be possible to receive the newsletter by email. It will be on the village website once published.</p>	<p>BC</p>

12	<p>Call for Gypsies & Travellers Sites in Herefordshire: On enquiry to Herefordshire Council a report on Gypsy & Traveller sites in July 2014 stated that Wigmore had 4 Gypsy/ Traveller pitches located in Barnett Lane. This information will be incorporated into the Neighbourhood Development Plan. DECISION – Wigmore GPC do not wish to nominate any further sites in the council’s area.</p>	
13	<p>2016-17 Lengthsman/P3 Scheme: Due to cost the Lengthsmans/P3 scheme has been closed to new applicants and funding for 2016-17 has been frozen at 2015-16 figures. Wigmore GPC is part of the current scheme and so can apply for next year’s grant. The 2016-17 Lengthsman Annual Maintenance Plan needs to be submitted to Herefordshire Council shortly. DECISION – It was agreed that lengthsman would be appointed to carry out the same activities as per this year’s schedule (2015-16). New contracts for the work for 2016-17 are to be obtained.</p> <p>It was noted that funding for these schemes will be reduced in future and will disappear by 2020. Parish Councils wishing to maintain their attractive rural environment will be expected to do so from their precepts.</p> <p>DECISION – It was agreed that Wigmore GPC would apply for the same funding from Herefordshire Council as was requested for 2015-16. This includes match-funding of £3000 from the 2016-17 precept.</p>	<p style="text-align: center;">JR</p> <p style="text-align: center;">JR</p>
14	<p>New External Audit Arrangements for 2016-17: HALC has advised that there is still a requirement for parish councils to have an internal audit as well as an external audit. In 2016-17 a new company (Smaller Authorities’ Audit Appointments Ltd) will take over the appointment of external auditors and setting of audit fees for smaller authorities from 2017. Councils can opt out and set up an independent Audit Panel to procure an external its own external audit. This will happen automatically unless councils opt out by 31 March 2016. DECISION – Wigmore GPC will <u>NOT</u> opt out of the new scheme.</p>	
15	<p>Correspondence: as below. Clerk commented that on occasion emails were sent out by Herefordshire Council for forthcoming events but that there was insufficient time given for parish councils to advertise the event. CG said she would follow this up.</p>	
16	<p>Matters for next scheduled meeting: None raised.</p>	
	<p>Date of next meeting: Monday 14 March 2016 at 8pm.</p>	
<p>The meeting closed at 10.20pm</p>		

FINANCE – FEBRUARY 2016

RECEIPTS & PAYMENTS

BALANCE AT 25/01/16	£29,441.55
RECEIPTS:	£0
Less uncleared cheques: £240.28	
TOTAL:	£29,201.27

NOTES:
 EARMARKED RESERVES: £8607 Community Field*; £386.42 P3 scheme**; £2000 Election fund; £1200 Signage
 * Goalposts (£899 paid for out of Comm.Field Fund); ** Wigmore Castle footpath upgrade (£813.58 from P3 fund)

i) PAYMENTS from General funds

	Supplier	Item	Amount £ incl. VAT	VAT £
1	Plusnet/ Dir Debit	Broadband (February) @ £33 per month	33.00	5.50
2	HALC	Annual subscription	546.24	91.04
3	Information Commissioner	Data Protection registration – Annual renewal	35.00	-
4	J Rochefort	Clerk’s Jan 16 salary (£336.68) + stationery (paper & ink cartridge) £23 + home-working contribution @ £18 p.m	377.68	3.83
5	J Rochefort	Paid to Defibshop for Defibsafe exterior case for AED	714.00	119.00
6	Npower	Street Lights (1/7/15 – 31/12/15)	169.48	8.07
TOTAL PAYMENTS FROM PRECEPT / COMMUNITY FIELD FUND			1875.40	227.44

ii) PAYMENTS FROM LENGTHSMAN FUNDS

	None requested			
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POSTBAG – Correspondence received since 11/1/16				
Date received	From	About	Action Required	Date forwarded
11/1/16	TVYP	New Youth Worker	For February meeting	14/1/16
12/1/16	Hfds Council	Business Support Events – January	For Info	14/1/16
12/1/16	BBLP	Parish Briefings on 3/2 or 4/2	For Info	14/1/16
14/1/16	Hfds Council	Update on Lengthsman & P3 schemes	For February meeting	15/1/16
15/1/16	Cllr C Gandy	Update on dog fouling	For February meeting	15/1/16
15/1/16	BBLP	Weekly Briefing	For Info	15/1/16
15/1/16	Hfds Council	'Service to Civvy Street' booklet	For Info	15/1/16
21/1/16	Hfds Council	Annual Playground Inspection	For February meeting	27/1/16
21/1/16	Hfds Council	Community Champions awards nominations.	For February meeting	27/1/16
22/1/16	BBLP	Weekly Briefing	For Info	27/1/16
26/1/16	Hfds Council	February Funding Update	For Info	27/1/16
26/1/16	Hfds Council	Call for Gypsies & Travellers Sites.	For February Meeting	27/1/16
28/1/16	BBLP	Weekly Briefing	For Info	28/1/16
30/1/16	BBLP	Parish Newsletter – January	For Info	1/2/16
1/2/16	Hfds Rural Hub	e-Newsletter – Feb	Added to web	1/2/16

APPENDIX 1.

Presentation to Wigmore Parish Council 8th February 2016 made by representatives of Teme Valley Youth Project (TVYP)

Outline

In cooperation with Wigmore Football Club TVYP would like to discuss the possibility of installing a combined changing rooms and meeting room facility on the Bury Lane Recreation Ground to be used by both the football club and TVYP and to be entirely funded by these two organisations.

History

In the past, Wigmore Albion Football Club had both adult and junior teams. At present there is only an adult team. In order to meet the minimum requirements of the Football Association guidelines a club must provide team changing facilities, referee changing facilities and have a clean water supply on site before that football club could run a junior team or progress in a league as an adult team.

Discussions with Tom Smith of Wigmore Football Club led TVYP to consider that there could be a synchronicity between the requirements of the football club and a need for TVYP to find a new venue for its youth provision. TVYP recently sold its building as it was no longer cost effective to run the operation as originally planned. The sale allowed the youth group use of part of the building for a two year period ending May 2016. Thus from mid May 2016 TVYP will require new accommodation.

Proposal

We have an outline proposal to provide a combined unit which would provide changing facilities for the football club (weekend use mainly) and a meeting room for the TVYP Youth Sessions (Tues & Thurs evening plus admin work prior to the meetings for one member of staff).

The proposal is to install a unit designed and built by Lion Containers of Walsall. This unit to comprise; two team changing rooms with showers, a referee changing room with shower and a meeting room with small integrated kitchenette. This building would be made up of recycled shipping containers. The buildings are low maintenance and vandal proof and arrive on site ready for use so there would be limited building site disruption. A concrete pad would need to be laid and services provided to the site. The building itself can be either painted in an unobtrusive colour to blend with surroundings or externally clad in timber.

Benefits to Wigmore

We believe the building would enable Wigmore FC to create a vibrant new sports facility in the village and open up the possibility of youth team provision for the children of the area. The catchment for the players would include Leintwardine which no longer has its own team.

TVYP has already provided a free of charge youth facility to young people in the area for many years and would like to continue doing so. The service has at times been invaluable to young people in various degrees of need and provides focussed activities for many Wigmore School pupils over its sessions. At this time our Youth worker is working cooperatively with the school to highlight any issues with child safety or child protection during an increasingly internet led social interaction by all youngsters.

Does WPC have any issues or questions, comments or suggestions in light of this initial approach? At this time we view our presentation as an opening discussion to evaluate your feelings on this subject and ask you to consider its merit Wigmore as a whole.
