

# *Llanwarne & District Group Parish Council*

Minutes of the Parish Council Meeting held in Llanwarne Village Hall on

Thursday 23<sup>rd</sup> March 2023

Present: Councillors: Jason Pacey (Chairman), Rosey Price, Rowena Williams and Paula Snow.

Ward Councillor Toni Fagan, Elizabeth Malcolm (Footpaths Officer), PC Martin Gillett and Mark Hearne (Parish Clerk)

1. **To receive apologies for absence** –Councillors Pat Roberts, James Roberts, Anthony Snell, Rick Guest and Harry Holt.
2. **To receive declarations of interest & written requests for dispensation** – None.
3. **To consider the minutes of the meeting held on the 19<sup>th</sup> January 2023** – Subject to substituting “The Coach House” for “Aldermead” at paragraph 5.2 and removing a duplicate paragraph at 6.5 it was RESOLVED to adopt the minutes as a true record and these were duly signed by the Chairman.
4. **To note the status of Resolutions passed at the meeting held on the 19<sup>th</sup> January 2023.**  
The Clerk provided a written update on resolutions passed at the last meeting and specifically commented on the following issues:
  - 4.1. Lengthsman Contract – Still no progress in acquiring a signed contract from the Lengthsman.
  - 4.2. The Lengthsman has failed to submit quotations for work on PC3 and PC8. It was RESOLVED that the Clerk telephones the Lengthsman asking for an update on all outstanding issues. It was further RESOLVED that the Clerk seeks a quotation from an alternative contractor for consideration at the next meeting.
  - 4.3. The Clerk sought an explanation for an action concerning reporting the acquisition of three stiles to the Locality Steward. It was RESOLVED to seek clarification from the Footpaths Officer.
5. **Open Session** - To receive views from residents on parish matters. The following issues were raised.
  - 5.1. It was reported that unless the “keep left” bollards on the A49 at the junction of the turning to Pencoyd and Kynaston/Hoarwithy are kept clean they are difficult to see and may benefit from reflective markers. Ward Councillor Fagan agreed to refer the issue to Richard Timothy (National Highways).
  - 5.2. PC Gillett reported that there is little reported crime in the parish. Councillors referenced the possibly illicit use of the car park in Llanwarne late on Wednesday evenings which was previously reported to the police. Councillors will check to see if this is still an issue and, if so, will invite the Clerk to brief the local police accordingly.
6. **Reports and Updates**
  - 6.1. Ward Councillor Fagan raised the following issues:

- 6.1.1. The proposed signage on the A49 at Llandinabo will be raised with Mr Richard Timothy (National Highways).
- 6.1.2. The proposed expansion at Trevase Farm has been refused.
- 6.1.3. Balfour Beatty have investigated the drainage issues at Lower Grove and are expected to undertake some work on the road to remedy the problem.
- 6.1.4. Changes to the contract with Balfour Beatty will result in their Technical Team being brought “back in house”.
- 6.1.5. There have been changes to the Speed Watch team at West Mercia Police.
- 6.1.6. Resurfacing work due to take place on the B4348.
- 6.1.7. The current oversight of Children’s Services will continue for a further 6 months and Herefordshire Council will work in partnership with Leeds Council to help introduce the necessary improvements.
- 6.1.8. A reported increase in Looked After Children due to the arrival of unaccompanied asylum seekers under the age of 18.
- 6.2. Locality Steward – No defects were raised. Councillor Price enquired into the Llanwarne village sign, and it was RESOLVED that the Clerk re-reports the issue to Balfour Beatty.
- 6.3. The issues regarding the A49 were discussed earlier in the meeting and there was nothing further to add.

## 7. Lengthsman

- 7.1. Lengthsman Report – No report has been submitted for consideration for this meeting.
- 7.2. The Lengthsman had been invited to draw up a list of projects to underpin a submission for the additional monies that have been made available by Herefordshire Council but nothing has been received.

8. **Footpaths Officer Report** - The Herefordshire Council’s PROW team has reacted quickly to the request for new stiles. There was no progress to report a long-standing issue involving PC8 which borders land owned by two landowners. **(Post meeting note – The Footpaths Officer has been in contact with one of the landowners who has agreed to install a replacement stile).** The discussion broadened to the future provision of Footpath services, and it was accepted that this responsibility could be de-coupled from Lengthsman services.

## 9. Environment

- 9.1. No developments of note to report from the Gamber and Garron Group.
- 9.2. Councillors discussed a proposed litter pick in the parish and Ward Councillor Fagan will circulate some suggested dates which will, once agreed, be published on the website and available noticeboards.

## 10. Planning – To consider the following planning consultations to be determined by Herefordshire Council.

- 10.1. Planning Consultation 230231 – Land south of Wormelow Shop. Outline for the erection of 7 dwellings and associated works. Following discussion, Councillors voted to support the application subject to the following caveats.

- Safety concerns over the proposed access to the development.

- The proposed pedestrian access from the development to the village shop etc is via the car park and Councillors considered that this presents a safety risk.
- Councillors suggested that consideration should be given to extending the current 30mph speed limit.
- Although not material Councillors considered that there is scope for further development beyond what is being proposed with this planning application.

It was RESOLVED that the Clerk responds to the LPA accordingly.

- 10.2. Councillors considered a policy for future site visits when considering planning applications. It was RESOLVED that a minimum of two Councillors must be present when attending a site visit.

## **11. Finance**

- 11.1. The bank balance at the end of February 2023 was £11,801.49.
- 11.2. Councillors approved the following payments:
- 11.2.1. Clerk's Salary for February 2023
  - 11.2.2. PAYE – February 2023 - £328.80
  - 11.2.3. Clerk's travel costs - £19.80
  - 11.2.4. Clerk's storage costs (February 2023) - £15.00
  - 11.2.5. Postage - £10.25
  - 11.2.6. Lengthsman (TGC2157 & 2162) - £412.00 (ex VAT)
  - 11.2.7. HALC & NALC Affiliation Fee - £497.40 (ex VAT)
  - 11.2.8. Eyelid Productions LTD - £100.00
- 11.3. Financial Monitoring and Bank Reconciliation 2022/23 – The Clerk had circulated a spreadsheet which suggested that at year end the reserves will be in the region of £10,700.

- 12. Llanwarne Village Hall** – It was reported that a grant application to Hereford Community Foundation (HCF) for replacement windows has been refused. The HCF had suggested that this is something that should be funded from the parish precept. No progress to report on the roof.

- 13. Change of Name** – Councillor Williams provided some feedback on the process for changing the name of the Parish Council from her recent attendance at a HALC training course. The benefit from no longer being a Group Parish Council is the financial savings that accrue when the 2027 election takes place. Before the change can be delivered the Parish Council will need to demonstrate that it has the support of at least 50% of the residents registered on the relevant electoral roll[s]. It was RESOLVED that the Clerk extends an invitation to the relevant official in Herefordshire Council to attend a future meeting.

- 14. Parish Council Elections 2023** – The Chairman referred to the timetable for submitting nominations to Herefordshire Council adding that co-option might not be an option if sufficient numbers are officially nominated for joining the Parish Council.

- 15. Date of the Next Meeting** – The next meeting will take place on Thursday 18<sup>th</sup> May 2023 in Llanwarne village hall beginning at 19.30hrs.

Meeting closed at  
20.55hrs

Signed

Date