

Welsh Newton & Llanrothal Group Parish Council

Parish Councillors are summoned to a Meeting of the Group Parish Council,
At Welsh Newton Village Hall
On Thursday 13th May 2021
At 7.30pm

This meeting may be recorded under Standing Order 31

Agenda

1. To elect the Chairman of the Council and to receive Chairman's signature on the Declaration of Acceptance of Office form.
2. To elect the Vice-Chairman of the Council and to receive Vice-Chairman's signature on the Declaration of Acceptance of Office form
3. To receive and accept apologies for absence
4. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items
5. **Councillor declarations**
 - 5.1 To remind councillors to review their Register of interests form held with Herefordshire Council.
6. To agree and sign the minutes of The Group Parish Council meeting held on 8th April 2021
7. **Public Question Time**

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise relevant issues or ask the Parish Council questions
8. **Planning**
 - 8.1 To note planning application approved / refused by Herefordshire Council since the last meeting – see attached table
 - 8.2 To note planning applications for determination by Herefordshire Council.
 - 8.2.1 - 211068 - **Willowgate, Welsh Newton, Monmouth, Herefordshire NP25 5RT**

Proposed replacement of existing timber outbuilding with new building, linked to the existing dwelling with new conservatory.
 - 8.2.2 - 210588 - **Oaklands House, Llanrothal, Monmouth, Herefordshire NP25 5QJ**

Installation of a clean burn high efficiency solid biomass wood burning stove. The work will involve the provision of an ICS insulated metal chimney which will terminate just below the level of the existing roof ridge.
 - 8.3 To note the appeal dismissal for The Old Shop, Manson Lane, Manson NP25 5RD
9. **Reports**
 - 9.1 Ward Cllrs report & Q & A time - Appendix 1
 - 9.2 A brief report on the situation of the River Wye and phosphate levels.
10. To note the attendance record of councillors at meetings during 2020-21
11. To review WNLGPC policies and (re)adopt as necessary
 - 11.1 Standing Orders – Appendix 2
 - 11.2 Code of Conduct – Appendix 3
 - 11.3 Financial Regulations – Appendix 4
 - 11.4 Donations/Grants policy – Appendix 5
 - 11.5 Risk Schedule Assessment and Finance Controls – Appendix 6a and b
 - 11.6 Risk Management Policy – Appendix 7
 - 11.7 Publication Scheme – Appendix 8
 - 11.8 Complaints Procedure – Appendix 9
 - 11.9 Asset Register – Appendix 10
 - 11.10 Media and Press Policy – Appendix 11
 - 11.11 Equality Policy – Appendix 12
 - 11.12 Bullying and Harassment Policy – Appendix 13
 - 11.13 Policy for dealing with planning applications between meetings – Appendix 14
 - 11.14 Discipline and Grievance Policy – Appendix 15
 - 11.15 Health and Safety Policy – Appendix 16
 - 11.16 Training and Development Policy – Appendix 17
 - 11.17 Unacceptable Behaviour Policy – Appendix 18
 - 11.18 Urgent business between meetings policy – Appendix 19
 - 11.19 Data Protection Policy, General Privacy Notice, Staff Privacy Notice, Subject Access Request Form, Security Incident Procedure, Retention Schedule and Privacy Consent Form – Appendix 20 and 20a – 20f
 - 11.20 Reserves Policy – Appendix 21
 - 11.21 To consider agreement to continue to comply with the transparency code
 - 11.22 To reconfirm eligibility to act under the General Power of Competence
 - 11.23 To remind councillors of the self-disqualification law

12. Finance

- 12.1 To note the End of Year Finance report and bank balances – Appendix 22
- 12.2 To consider and approve the internal audit report 2020-21 – Appendix 23
- 12.3 To consider and approve the Annual Governance Statement – Appendix 24
- 12.4 To consider and approve the Annual Return Accounting Statements – Appendix 25
- 12.5 To consider exemption from the external audit process and sign the certificate – Appendix 26
- 12.6 To review the council's insurance policy and decide upon any amendments required then approve renewal.
- 12.7 To consider the internal auditor for 2021-22
- 12.8 To consider continuing to use the "payments and receipts" accounting method for 2021-22
- 12.9 To note the VAT return for 2020-21
- 12.10 To consider the following invoices for payment:
 - 12.10.1 Clerk's May Salary
 - 12.10.2 Clerk's May expenses £34.79 – previously circulated
 - 12.10.3 HALC whole Council planning training £210
 - 12.10.4 Terry Griffiths – Drainage projects as per grant received £8,700
 - 12.10.5 Defibrillator and accessories for Welsh Newton Common £2069.40

13. Common

- 13.1 To consider taking on ownership of the Common

14. Lengthsman and footpaths

- 14.1 To consider work to be carried out by the lengthsman
- 14.2 To consider work to be undertaken on the parish footpaths
- 14.3 To consider options for LO11.

15. Highways

- 15.1 To consider road issues for reporting to Balfour Beatty
- 15.2 To consider an update on installing white gates (traffic calming) on the approach to the village
- 15.3 To consider an update on the grant-funded drainage works
- 15.4 To consider the highway closure of the Welsh Newton to Llanrothal road.
- 15.5 To consider an update on Free Cycle Parking and Installation at the Village Hall.
- 15.6 To consider arranging a litter pick

16. Defibrillator

- 16.1 To consider an update on the registration of the Welsh Newton Hall machine

17. Environment

- 17.1 To consider an update on promoting wild flowers on the wide verges in the parishes

18. To consider the placing of the unknown Tommy

19. Correspondence

20. To consider the outstanding actions – Attached

21. To consider items for the next meeting – No discussion

22. Date of next meeting – 10th June 2021

Emma Thomas Date: 06/05/2021

Parish Clerk - Welsh Newton & Llanrothal Group Parish Council

Outstanding Actions and Updates for 13th May 2021 Meeting

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
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 – underway. Clerk has received a brief update from HC PROW Officer. Cllr Steve Wilkes has filled in most forms – and the clerk the rest. The form has been submitted to HC. Two further evidence forms have been received and submitted to HC

Planning application log

Date	App. No.	Description	PC Comment	HC Decision
14.11.19 14.05.20	173774	Biddlestone Farm, Llangarron, Ross-on-Wye, HR9 6NT To erect up to 28 hectares of fixed (i.e. non-rotating) 'Spanish' polytunnels over arable (soft fruit) crops.	Object	Awaited
10.12.20	203760/1	Foldyard Barns Adjacent Pembridge Castle, Welsh Newto Proposed change of use of 5 barns to residential with associated garaging & Listed Building Consent	Comments	Awaited

14.01.21	203907	Land at Woodside Stables, From Great Hall Road To St Woolstons Road, Welsh Newton, NP25 5RT Proposed new dwelling.	Object	Awaited
14.01.21	204346	Land adjacent to Steepways, Welsh Newton, NP25 5RT Proposed development of two dwellings.	Object	Awaited
14.01.21	204434	Land adjacent to Westwood, Welsh Newton Common, Monmouth, NP25 5RT Proposed change of use of land (paddock) to an outdoor nursery	Object	Awaited
11.02.21	204501	Pleck Farm, C1239 From A466 To Hazelfield House, Welsh Newton, Herefordshire, NP25 5RG Proposed conversion of a agricultural building into a single residential dwelling, the creation of a new access, and associated works.	Support	Awaited
11.03.21	210167	Land at Lower Skenchill, Llanrothal Road, Llanrothal, Proposed alteration and conversion of three existing redundant agricultural buildings to holiday lets, removal of existing Dutch barn, erection of extension to barn 1, formation of parking, landscaping, drainage and erection of a mixed-use storage building.	Support	Awaited