



WELSH NEWTON LLANROTHAL GROUP PARISH COUNCIL

Minutes of an Ordinary Meeting of the Welsh Newton & Llanrothal Group Parish Council held at Welsh Newton Village Hall on Thursday 10th October 2024 at 7.30pm

Minutes

Present: Councillors: Craig Bligh (Chairman) Sue Parkinson (Vice chair), Martin Barter, Keith Simmons

In attendance: Andrée Mitchell (Clerk)

Public: 3

The meeting opened at: 7:30pm

1. To receive and accept apologies for absence

Apologies were received from Cllr Debbie Clarke

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

Cllr Parkinson declared a non-pecuniary interest in item 6.1.1 as she lives opposite the property.

3. To agree and sign the minutes of the Group Parish Council meeting held on 20th June 2024, 11th July 2024 and 12th September 2024.

It was RESOLVED to publish the draft minutes on the website once available further to resolving some of the wording to meet legal requirements with respect to dispensation and annual accounts.

4. Public Question Time

There were none.

5. Reports

5.1. To consider the Ward Councillors report (Appendix 1)

It was RESOLVED to put the Ward Councillors reports onto a separate section on the website when they become available.

Signed by the Chairman: *Sue Parkinson*

Dated: 19/12/2024



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- 5.2. To consider a report from the police community support officer (PCSO):
The Chairman had been contacted by the PCSO who is keen to visit the parish with a trailer to share safety information at local events.
It was RESOLVED that Cllr Parkinson would liaise with the Village Hall secretary about an event which could include a trailer visit and that the Chairman would contact the PCSO (Simon Hall) to coordinate a suitable time for the trailer to visit the community in the new year.

It was NOTED that useful newsletters are available, for example Neighbourhood Matters <https://www.neighbourhoodmatters.co.uk/> that can be subscribed to by members of the public and councillors.

It was RESOLVED that the clerk would investigate how the local West Mercia Police/Ross PCSO Neighbourhood Matters information can be included on the website.

6. Planning

- 6.1. To Comment on Planning Applications for Determination by Herefordshire Council:
6.1.1. **242192** – Archenfield, Welsh Newton Common, Monmouth, Herefordshire NP25 5RT: Proposed steel framed carport with polycarbonate roof, rhombus thermowood ventilated side panels to the side and rear elevations. Lean-to to the west elevation of existing detached garage – Full Householder
It was RESOLVED to SUPPORT this application.
- 6.2. To consider an update on the National Planning Policy (NPPF) consultation.
It was NOTED that organisations including NALC and the SLCC had responded to the consultations on behalf of members and that it was unclear yet as to how plans to refresh the Herefordshire Neighbourhood Development Plans would be impacted.
- 6.3. To consider an update on www.woodland.co.uk activities and impact on Tump Wood and other sites in the Parish
It was NOTED that the council's objection to the retrospective Tump Wood application (P241312) considered at the previous meeting had been submitted including the relevant references to the NDP.

7. Welsh Newton Common

- 7.1. To consider recent issues with bin collections on the common
It was NOTED that bins were not being collected on Woodside following the implementation of the new refuse collection contract which was using larger trucks.
This has been resolved but will be monitored by the clerk.

Signed by the Chairman: *Sue Parkinson*

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- 7.2. To consider an update on the Market Bridle Path DMMO:
An update will be brought to the November meeting.
- 7.3. To consider an update on Tree Maintenance on the Common:
It was NOTED that the Herefordshire Council Tree Officer post was not yet recruited into. It was NOTED that Cllr Parkinson would include an item on Tree Wardens in the newsletter
- 7.4. To consider an update on motorcycles using Bridle Paths on the Common:
It was NOTED that most of the path is on the Monmouthshire side of the border and Cllr Parkinson is liaising with Monmouthshire Council and will report back to the next meeting.
- 7.5. To consider an update on Herefordshire Council responsibilities with respect to the Common:
A member of the public spoke about the ongoing frustrations with Herefordshire Council regarding their lack of proactive management of common land issues and raised specific concerns about fly-tipping (particularly garden waste and builders waste); the impact on commoners' rights; boundary disputes; and general oversight of common land that fall under Herefordshire Council's area of responsibility.
There was also a discussion in relation to the DMMO for the Market Path being used as a bridleway and concerns about the status of DMMOs with the imminent deadline for updates to the Definitive Map.
It was RESOLVED that the clerk would contact raise concerns about DMMOs at her meeting with the PRoW Officer at Herefordshire Council and establish the timeline/deadline for the definitive map.
It was NOTED that Herefordshire Council's decision had been to deal with issues on a case-by-case basis and that it was RESOLVED that the clerk would contact Environmental Health at the council regarding fly-tipping and would copy in the Commons Officer.

8. **Noticeboards: To consider an update on the parish noticeboards:**

It was NOTED that:

- **Bus Stop Noticeboard:** The existing board will be able to be used as there is glass underneath the damaged cork.
- **Church Noticeboard (St. Mary's):** To be considered at the next meeting once repair cost available.
- **Telephone Box Noticeboard:** To be considered at the next meeting once the repair cost available.

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- **Llanrothal Noticeboard:** It was RESOLVED to relocate the noticeboard apposite the Nunnery to the area near the St John the Baptist Church access near Llanrothal Court and that the Chairman would arrange for contact with the landowner to enable this to take place.

9. Lengthsman

- 9.1. To consider an update on work carried out by the lengthsman and the status of the lengthsman contract and lengthsman scheme:
It was NOTED that Herefordshire Council had not been able to locate the signed contract and that the original signature page was not available. The Chairman signed a fresh copy of the contract on behalf of the council to be sent to Herefordshire Council by the clerk. This is a pre-requisite to receiving the Purchase Order to enable the lengthsman grant to be drawn down.
- 9.2. To consider work to be carried out by the lengthsman including Public Rights of Way:
It was NOTED that Herefordshire Council were going to be pragmatic about the level of photographic documentation needed for the lengthsman and other drainage projects and that a practical way should be found to enable practical photographic evidence to support grant claims with the use of WhatsApp being a consideration.
It was NOTED that the clerk would be meeting with the Head of Transport and Traffic Management at Herefordshire Council and would cover this with him, but that the lengthsman had already agreed to provide photographs.

It was RESOLVED that the clerk instruct the lengthsman to tidy up the area around the war memorial and include the planting of the Peace Rose plants, if possible, in time for the Remembrance Day service and that the Chairman and Cllr Barter would attend on behalf of the Parish Council.

- 9.3. To consider the Local Drainage Fund project proposals and application:
It was noted Public Right of Way between Little Hall and Llangrove is classified as a by-way open to all traffic, due to previous concerns about having an alternative access to the Common should the paved access route be blocked. It was NOTED that the route was in a poor state of repair with collapsing sides and overgrown hedges.
It was RESOLVED to ask the lengthsman to look at what might be required to bring the path back into use and that the clerk would raise the issue with Herefordshire Council as a possible drainage or other project.

A member of the public left the meeting at 9pm.

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Councillors reviewed the priority of the drainage projects, and it was agreed that for the Llanrothal projects the priorities were:

Priority 1 => "3) From Tregate Farm to Tump Farm."

Priority 2 => "5) Tregate Farm"

Priority 3 => "2) From the Nunnery to U71218."

Priority 4 => "1) From C1247 to The Parsonage."

And it was RESOLVED that Cllr Simmons would check the priority of "4) From Moyles Cross to U71221".

It was agreed that out of the two Welsh Newton Parish projects the highest priority was the U1222 (near telephone box) to U1223 near Great Oaks.

10. Footpaths

- 10.1. To consider an update on footpath issues and PRow funding: It was NOTED that the grant funding had been awarded and that the clerk would be meeting with Stephen Organ who had been dealing with the PRow fund applications on next steps and would also discuss with the lengthsman.
- 10.2. To consider the Herefordshire Council proposed PRow scheme – The clerk had distributed the proposals for the PRow Parish Footpath Officers scheme framework to members which had also been the subject of discussion at the recent Parish Summit. The scheme would provide access to a new volunteer management system, training, and a Support. It was NOTED that the Parish Clerk would catch up on this with the PRow Volunteer manager at Herefordshire Council.
- 10.3. To consider the appointment of a parish footpaths officer. It was NOTED that the clerk would carry out the Parish Footpath Officer's role in the interim and it was NOTED that many people in the parish would have knowledge and interest in specific areas of the network local to them and that this could be included in the Newsletter.

11. Highways

- 11.1. To consider road issues for reporting to Balfour Beatty and the status of current road issue reports:
It was RESOLVED that Cllr Parkinson will report a new pothole that has appeared on the A466 and county boundary to Balfour Beatty online.
- 11.2. To consider the maintenance of the Speed Indicator Devices: It was NOTED that the SID had been serviced in June 2023 (£495) and that the providers had advised a two-yearly period should be suitable for this device. It was NOTED that if there was insufficient power generated by the solar panel that there may be periods when the SID did not have sufficient power to work which is why it may appear to be faulty with an intermittent problem.

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12. Finance

- 12.1. To receive and consider the finance report: no update.
- 12.2. To receive and consider the bank reconciliation, including current balances & any transfer of funds. Excluding the Cambridge and Counties account it was NOTED that the bank balances as of 6th October 2024 were:
- Treasurer's Account is £12,091.11
 - Business bank Instant is £6,983.10
- Totalling £19,074.21 in the Lloyds accounts.
It was NOTED that no transfers were required.
- 12.3. To consider the current bank mandate:
It was RESOLVED that now Cllr Simmons could access the bank account, and that Cllr Parkinson would be able to do shortly that the Chairman would remove the Ward Councillor from the mandate.
It was RESOLVED that the Chairman would follow up with Lloyd's bank re the access for Cllr Barter for which he had not yet received the necessary correspondence.
- 12.4. To consider payments to be made: APPROVED
- 12.4.1. HALC – webhosting and domain name May 2023 to April 2025 £270 (inc. VAT) - YES
- 12.5. To note payments made between meetings: NOTED
- 12.5.1. Clerk's September salary as per agreed contract – £428.08
- 12.5.2. HMRC – PAYE for clerk's September salary – £107
- 12.5.3. Welsh Newton Village Hall – outstanding Hall rental – £15. It was RESOLVED that the clerk would discuss the possibility of invoicing for £20 towards electricity costs with the Village Hall bookings officer.
- 12.6. To note contractual payments to be made between meetings: NOTED
- 12.6.1. Clerk's October salary as per agreed contract
- 12.6.2. HMRC – PAYE for clerk's October salary
- 12.7. To confirm monies received: NOTED
- 12.7.1. Herefordshire Council – Second tranche of precept – £6,950
- 12.8. To consider any grant requests or be advised on any upcoming grant requests: No grant requests for approval

A resolution was passed to suspend standing order 3x to enable the meeting to exceed 2.5 hours.

13. Parish Summit: To consider items on the agenda including charter for Herefordshire Councils

It was NOTED that Cllr Parkinson had completed the questionnaire and REPORTED that:

- That the charter should include more on how receipt of notifications and responses could be confirmed more effectively.
- That it needs to be clear what the parish is on the application form.
- That council's responses should be compliant with the NDP
- That the council should be notified of planning enforcement actions.

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14. Communications

14.1. To consider the newsletter to go out in December:

Cllr Parkinson is preparing the newsletter, and it was agreed that it needs to be delivered to all residences and could include items on NDP, Participatory budget, litter pick, tree warden scheme, volunteer for SID for each one. VE day 80th anniversary, display board, planting around the border – Peace Rose, need for more councillors. It was RESOLVED that the Chairman would draft a note for Welsh Newton Parish to encourage people to become councillors.

14.2. To consider an update on the website and social media – stiles changed to gates, etc. Parish summit – pick something out for publication. Social media from Ryan Keating.

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

A proposal to align with other parishes to continue not to have meetings in August and December.

16. Date of next meeting – Thursday 14th November 2024 at Welsh Newton Village Hall

The meeting closed at: 10:00 pm

Signed by the Chairman: *Sue Parkinson*

Dated: 19/12/2024