

**COLWALL PARISH COUNCIL**

**The minutes of the meeting of Colwall Parish Council held in the Jean Simon Room of Colwall Village Hall, Mill Lane, Colwall at 7.55 pm on Wednesday 28 September 2016.**

**Present:** Councillors: Trafford-Roberts (Chairman), Beard, Carless, Haynes, Taylor, Stock, Kendrick, James, Cooper, Rees, Cottam and Butler

In the absence of the Clerk Councillor Carless took minutes

**1. Welcome and Apologies:**

The Chairman welcomed those present and no apologies for absence had been received. It was noted that Councillor Hughes had disqualified himself by not attending a meeting or given apologies for over 6 months. The Clerk would be asked to advise Herefordshire Councillor Electoral department accordingly.

**2. Declarations of Interests:**

The Chairman reminded Councillors of the need to declare any Personal, Prejudicial or Pecuniary Interests in items on the agenda.  
None were declared.

**3. Minutes:**

The minutes of the last meeting of the Parish Council held on the 31 August 2016 were agreed as a correct record and signed by the Chairman with the following amendments:

Councillor Taylor pointed out that she had attended the meeting but her attendance was not recorded, her name was added to the official minutes.

Point 3. None of the referred appendix had been included with the minutes, it was agreed that these should be added to the minute book.

Point 4. No report from the Neighbourhood Development team had been recorded and the tabled report should be added to the minute book.

Councillor Cooper pointed out some spelling inaccuracies which were corrected and countersigned by the Chairman on the official minutes

Point 8. Councillor Rees offered to organise the taking of photographs of the Councillors, this had not been recorded. It was agreed that this should be actioned at the beginning of the next meeting on 19 October.

It was noted that the clerk's consistently accurate minutes was being missed.

**4. Progress Report –**

Working Party updates – from the various Working Parties. To include their remit, objective, outputs to date and target end date.

**i) Play equipment working group**

Councillor Rees reported that she was securing 3 additional quotations and was reporting back to the Amenities Committee on 5 October.

### **ii) Neighbourhood Development Plan**

Councillor Stock reported the following:

Carly Tinkler has been engaged to provide advice on specific landscape issues now the school is, in planning terms, now a reality.

Discussions with a land owner and the planning officer have led to a review of the housing target tables which is significantly different to that previously set out

It is hoped this will be finalised shortly and allow us to present our proposals to this Council and subject to your approval proceed to the next stage of clause 14 consultation.

### **iii) Library Working Group**

Councillor Kendrick gave the following report:

Parish council library group – update report September 2016

Introduction

The remit of the library working group is:

- That the Parish council formally review the governance of the library
- That a specification for the delivery of library services be developed for discussion and negotiation with Herefordshire (or if necessary other library providers)
- That the future use of the Millennium room is reviewed
- That consideration be given for the development of a variety of local services
- that can be focused on or delivered from the library building
- That a volunteer strategy be considered

It is explicit that there is no threat to the library service within this review, but that it seeks to increase and improve upon what is available.

### ***Progress since last report (August 2016)***

Library group has met three times and are on track with plans

There has been a very positive meeting with the millennium room trustees in which it was agreed that the parish council would:

- Represent the library on the Herefordshire library action group
- Investigate the bringing together of a single charitable trust (the walwyn trust and the millennium room trust)
- Consider the use of the building as a whole (in conjunction with the new trust under any revised governance arrangements)

Attempts have been made to meet with the Herefordshire Council representative, this has not been possible – further dates being sought

Herefordshire council scrutiny committee have met (27.9.16) and received a report from the action group. Current proposals are for an 800k reduction in the library budget with several options being put forward to achieve this.

The action group put in a report countering many of the arguments and demonstrating how the council could & should use libraries more creatively to support other areas of their responsibilities.

It is intended to bring the first draft of a specification to the next parish council, however it is also important to review this in light of the Herefordshire council decisions due to be made during October which are likely to impact on libraries in a significant way.

John Stock has been asked to make an informal assessment of the outside of the building in preparation for any discussions about the future of the lease.

#### **iv) Local Football team discussions**

Councillor Butler reported that he had spoken to both the teams who play on the pitch on Colwall Green.

His report is as follows:

Met with representatives of both football clubs; noted it was positive they were communicating with each other.

Three subjects to discuss:

**Post match litter.** Re-iterated it doesn't take much time / effort to make sure litter is not left on the floor. Blaming the opposition team is a poor excuse. Both teams agreed.

**Bad language.** Emotions can run high, but it's never necessary. Easy to blame the visiting team & the while litter can be picked up afterwards, once someone swears aloud, the genie is out of the bottle. I relayed reports that nearby residents have felt the need to go out, away from the pitch during matches. Both teams agreed it wasn't necessary. Apparently there is an FA clampdown on bad language, so whether referees will enforce.... We wait & see.

**Contributions to mowing the pitch.** There was an acceptance the pitch shouldn't be completely free of charge, although one team was more conservative in the value. The current mowing regime, while saving them time cutting, has cost them almost as much time in clearing mown grass off the pitch. I believe Steven uses a ride-on mower with the blades rotating like an inverted helicopter, and without a collection box; the resultant cuttings are longer & left lying on the pitch.

The gang mowers, usually left behind one set of goals are the property of the Colwall St James team. Assuming the gang mowers are still working, the club would be happy for them to be used.

Currently, cutting the grass means the line markings disappear, so marking the pitch takes longer because it has to be measured each time. They seem to think if they can contact Steven & figure out when he's going to cut, it will help. I'm less certain it will because whenever it's cut the line markings will disappear.

The Saturday team used to add a drop of Roundup into the mix, which slightly damaged the grass along the lines. And the line marking machine used a roller, not a spray, so the lines became compressed.

#### **My thoughts:**

The clubs should contribute in some way, especially as they get preferential use. If they don't see it of any value, then maybe other clubs would.

They don't have exclusive use; the pitch is a parish facility.

If the clubs didn't exist, what would the Parish Council do? Should the parish be expected to provide a suitable area for football or other ball games?

Is putting a cutting regime in place & retrospectively asking for payment (they're not wealthy clubs) fair? How would they pay (lump sum, or instalments)?

For much of their playing season, there is no need to mow, so they could argue they'd pay for a cuts in spring & autumn, but why should they pay for cuts in summer? Perhaps we need to think what we are prepared to provide as a Parish Council & if we believe we want financial contribution from them we give them a period of notice with thoughts to putting everything in place for season 17/18, so it gives them time to quit competitions if they don't want to sign up to it.

**Asides:**

They'd like to put some kind of storage on the site, but accept they can't. They're hoping to get some funding from HFA (& HC?); maybe for capital items. If it came from HC, even through HFA, they'd need to involve CCC; there is contact, but no progress at present.

**IT WAS RESOLVED** that the points raised in this report should be discussed in full at the Amenities meeting on 5 October

**5. Financial Matters.**

i) Colwall Parish Council considered the Income and Expenditure for September 2016, as per the list circulated at the meeting.

**IT WAS RESOLVED** that the payments should be authorised.

It was noted that the Chair and vice Chair of the Finance and General Purposes committee, along with the Chair of Council were going to discuss how best to present the monthly financial statements in future considering recommendations made by HALC.

**6. Correspondence for processing.**

(All documents referred to in item 6 have been electronically distributed to Councillors).

To consider any correspondence received by the Clerk since the last meeting.

“Green Lanes” event

Councillor Rees said that she would try to attend this meeting on 17 October.

**IT WAS RESOLVED** that the Council would pay for her attendance as well as meeting any travelling costs.

**7. Vacancy - Co-Option of Councillor:**

To receive/consider any nominations from Councillors

An application had been received from Andrew John Allen.

**IT WAS RESOLVED** that Mr Allen should be co-opted onto the Council and asked to attend the next meeting on 19 October.

**Action:** The clerk to write to Mr Allen to confirm his co-option and the Chairman would approach Mr Allen to welcome him to the Colwall Parish Council

**8. Correspondence for Information.**

These had been e-mailed to Councillors during the month.

It was noted that the provision of sand bags and the storage of suitable sand should be considered. The Chairman offered to consult with the community to obtain a suitable solution.

**9. Reports of Committees.**

i) **IT WAS RESOLVED** that the report from the Planning & Development Committee meetings held on the 31 August and 14 September 2016 were received, approved and adopted.

**10. Representatives on Outside Bodies. To receive reports from Councillors who have represented Council at meetings since the last Full Council meeting**

**i) Village Hall Management Committee**

Councillors Cooper and Cottam had attended a recent meeting. They reported that bookings were being maintained and discussions on how the hall was going to operate safely while the school was being built were taking place. The management committee were looking to replace the central heating boiler as well as introducing Wi-Fi. Finally the size and structure of the management committee was being reviewed.

**11. Date of next meeting:**

To confirm the date of the next Full Council meeting, this will be held on Wednesday 19 October 2016 at the Jean Simon Room, Colwall Village Hall.

The Chairman closed the meeting at 9.08pm.

**Signed:** ..... **Date:** .....