

LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council meeting held on Monday 29th February 2016 commencing at 19:00 hours in the Council Offices, 17 West Street, Leominster HR6 8EP.

MEMBERS PRESENT: Councillors Norman (Mayor), A Pendleton (Deputy Mayor), Bartlett, Barton, Davies, Evans, Freedland, Gibson, Lacey, Marsh, Mifflin, R Pendleton, Rosser, Rumsey, Taylor and Thomas.

OFFICERS PRESENT: Town Clerk.

ALSO PRESENT: Ward Cllrs McCaull and Stone.

ALSO PRESENT: 1 press representative and 1 member of the public.

154/15 APOLOGIES FOR ABSENCE

There were no apologies.

155/15 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

156/15 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

157/15 QUESTIONS FROM THE PUBLIC

There were no questions from members of the public.

158/15 MINUTES OF THE PREVIOUS MEETING

Council **RESOLVED** that the minutes of the Leominster Town Council meeting held on the 25th January 2016 be agreed and signed as a correct record.

Council **RESOLVED** that the minutes of the Leominster Town Council meeting held on the 9th February 2016 be agreed and signed as a correct record.

159/15 CLERK'S REPORT

The following report was **RECEIVED**:

- (a) Neighbouring Parishes Meeting** – Council noted that this would take place on Tuesday 1st March 2016 at 7pm in the Council Offices.
- (b) Leominster in Bloom Task & Finish Group Meeting Date** – Council noted that the Task & Finish Group would meet with Leominster in Bloom on Friday 4th March 2016 at 10am in the Council Offices.
- (c) Sensory Garden** – Council noted that a grant offer for £750 had been received from Herefordshire Council. The application relating to the Booth Garden had been rejected.

- (d) **Community Centre Business Plan** – Council noted that a meeting to begin developing a Business Plan for the Centre was being organised. Cllrs Gibson and R Pendleton had been appointed to oversee this project.
- (e) **The Queen’s 90th Birthday** – Council noted that the Queen’s birthday was 21st April 2016 and to celebrate this event beacons were to be lit across the nation. Following discussion it was agreed that the lighting of a beacon on Eaton Hill as carried out in the past would be organised.

It was further agreed to organise a Litter Pick as part of the Clean for the Queen campaign which was being run up to the official celebrations of her 90th birthday on 11th June 2016. Dates for the litter pick would be agreed in due course in partnership with the Community Litter Pickers along with further arrangements for 11th June 2016.

- (f) **First World War Commemorations** – Council noted that 2017 would be commemorating the commitment of the Home Front. An open day was to be held at the Hereford Archive and Record Centre, Rotherwas on Saturday 7th May from 11am to 4pm for those interested in attending.

160/15 COMMITTEE MEETINGS

Council **RESOLVED** to approve the minutes of the following meetings held and authorise the decisions and recommendations:

- Planning & Highways Committee – Council **RESOLVED** to approve the minutes of the meetings held on 1st and 22nd February 2016 respectively and ratify the decisions contained therein;
 - It was noted that Cllr Thomas had represented the Town Council at the Herefordshire Planning Committee meeting with regard to planning applications P150052 and P150053. P150052 had been granted permission and P150053 had been refused.
- Estates, Markets & Environment Committee – Council **RESOLVED** to approve the minutes of the meeting held on 15th February 2016 and ratify the decisions contained therein;
- Finance Committee – Council **RESOLVED** to approve the minutes of the meeting held on 22nd February 2016 and ratify the decisions contained therein.

161/15 FINANCES

Accounts Outstanding – There were no outstanding accounts requiring approval.

162/15 TOURISM LEOMINSTER COMMUNITY INTEREST COMPANY

Council had previously considered the proposed transfer of the tourist information service being operated in-house by the Town Council as from April 2016 under Council Minute 159/15.

A verbal report was received which outlined the transitional arrangements in place including the transfer of the Community Interest Company employees under a TUPE arrangement to the Town Council, the registering of the Town

Council for VAT and the proposed relocation of the Tourist Information Centre from 1 Corn Square to 11 Corn Square, subject to successful purchase being completed. Meetings had also been held with the CIC Board and volunteers to outline the proposals

Following discussion it was proposed by Cllr Norman, seconded by Cllr Thomas and **RESOLVED** that the Tourist Information Service be formally transferred from the Leominster Tourism Community Interest Company to Leominster Town Council. The tourist information service would be operated by Leominster Town Council as from Monday 4th April 2016.

163/15 MAYOR AND DEPUTY MAYOR ELECT

Nominations were invited for the Mayor Elect for the 2016/17 civic year.

Cllr Angela Pendleton was nominated by Cllr Bartlett and seconded by Cllr Davies. There being no other nominations Cllr A Pendleton was formally appointed as Mayor Elect.

Cllr Roger Pendleton was nominated by Cllr Rumsey and seconded by Cllr Evans. There being no other nominations Cllr R Pendleton was formally appointed as Mayor Elect.

164/15 HIGH STREET AND CORN SQUARE

Cllr Thomas expressed concern regarding the poor state of the public realm in the town centre of Leominster. The road and pavement surfaces were in a poor state of repair and during wet weather large puddles formed and a number of people had suffered a drenching. He requested that action be taken to improve the public realm in the town centre and that a 7.5 tonne weight restriction be implemented.

Council was informed that a meeting had recently been held with Herefordshire Council and it had been confirmed that funding had been allocated within the BBLP budget to develop a scheme for Leominster town centre. The process would commence within the next few weeks with an inaugural meeting taking place soon. A scheme would be developed, public consultation would be undertaken and grant applications to help fund the improvements would be drawn up.

Council formally appointed a Task & Finish Group to oversee this project. Cllrs Bartlett, Mifflin, A Pendleton and Thomas were appointed.

Council suggested that a record of incidents should be actively encouraged to support the need for improvements.

165/15 OPEN SPACES ASSET TRANSFERS

Council noted the Estates, Markets & Environment Committee Minute EM74 and the Finance Committee Minute F63(a) which recommended Council to formally resolve to complete the asset transfers of Ginhall Green, Sydonia, Pinsley Mead and The Grange from Herefordshire Council to Leominster Town Council subject to clarification of the overage clause. Council was

informed that it had received clarification that the overage clause would only be triggered following disposal or the implementation of planning permission.

Following discussion it was proposed by Cllr Norman, seconded by Cllr R Pendleton and **RESOLVED** that the asset transfers of Ginhall Green, Sydonia, Pinsley Mead and The Grange be completed as signed as soon as practicable.

166/15 CIVIC AND OUTSIDE BODIES

- (a) **Leominster Museum** – Council noted that the Museum was adopting a new format as a Charitable Incorporated Organisation (CIO) to be known as Leominster Museum CIO.

Following consideration it was **RESOLVED** to appoint Cllr Davies and Mr Ellis as the Town Council's nominated Trustees to sit on the Leominster Museum CIO for a period of 3 years following the constitutional change taking place on Monday 14th March 2016.

167/15 REPORTS

Council **NOTED** the following reports:

Janice & Peter McCaull Trust – Council noted that a meeting had taken place at 6pm on Monday 29th February 2016. Four new Trustees had now been appointed to serve until 2019. They were Cllrs Gibson, Norman, Taylor and Thomas.

Hester Clarke Almshouse – Cllr Davies reported that the Committee meets once a year and a new tenant had taken over the vacant tenancy available.

Re-Greening Leominster – Council noted that volunteers were carrying out clearing works at both Millennium Green and the Sydonia Nut Grove. Risk assessments and method statements had been developed and provided. Thanks were extended to the volunteers for all their hard work.

Ward Cllr McCaull gave the following report:

- Potholes had been repaired in Monkland Road, South Street, Barons Cross Road, Ivington Road and Cholstrey;
- Gulleys had been cleared in Ivington Road, Westfield Walk and Hereford Road;
- The Locality Steward has been made aware of a series of overgrown hedges, trees that required attention and blocked drains and he is actioning these;
- Concern was expressed regarding the poor state of the Central toilet on Friday 26th February. This would be addressed;
- Support has been given to the staff and residents of Norfolk House;
- The Clean for the Queen campaign commences in Herefordshire this week.

Ward Cllr Stone gave the following report:

- Norfolk House – Attended meetings with residents. Assessments were still being undertaken but a decision on the new contracts would be taken soon by Cllr P Morgan, Cabinet Member;
- Cheaton Close – Resurfacing has started and thanks were extended to Cllr Rumsey for his help.
- A44 Mill Street – Concern has been expressed regarding the road surface in this area which is deteriorating. The matter has been raised with BBLP but it has a very restricted budget;
- Dog Fouling – Concerns had been expressed regarding the amount of dog fouling in Bridge Street. Cllr Rosser indicated that he would patrol the area and erect appropriate signage;
- Hereford County Hospital – A new state of the art mobile theatre has been purchased and due for delivery in March 2016. It is hoped this will reduce the waiting list.

Ward Cllr Bartlett gave the following report:

- There was an opportunity to call in any decision in relation to Norfolk House by the Health and Social Care Overview and Scrutiny Committee which Cllr Stone was Vice Chair;
- There were a number of trees that required branches being removed. Timescale was tight as the bird nesting season was about to commence;
- Action was being taken with regard to potholes and cycling on Footpaths ZC96 and ZC97 in Eaton Close;
- Various blocked gulleys had been reported and a litter pick had been undertaken along Bridge Street;
- Attended the Economic Master Plan meeting at Grange Court and the BBLP presentation regarding the Lengthsman and P3 schemes.

Following consideration Council **RESOLVED** to write a letter to Cllr Morgan in support of the staff and residents of Norfolk House.

168/15 MAYORAL APPOINTMENTS

The Mayor of Leominster, Cllr Norman, provided the following report which was noted:

- There were on-going issues with regard to speeding and rat running along Green Lane and Ginhall Lane. It has now been included on the list of issues to be addressed by Herefordshire Council;
- As Mayor Cllr Norman had attended the dementia alliance meeting with the next being held on 8th March 2016;
- Attended the Civic service at Malvern Hills;
- Attended the opening of the new defibrillator at the Co-op Store. Thanks were extended to Cllr Thomas for all his hard work;
- Along with Cllrs A Pendleton and Davies she had attended the Showmans Guild lunch in Dudley.

169/15 DATE OF NEXT MEETING

Council **RESOLVED** to ratify the change of date of the next Full Town Council meeting which would be held on Monday 25th April 2016.

Council considered the report outlining the dates of the next meetings and the Council Committee structure as formally recommended by the Finance Committee. It was noted that the revised structure would be subject to resolution at the Annual Town Council Meeting to be held on 14th May 2016 with the follow on meeting taking place on Monday 16th May 2016.

Following discussion it was **RESOLVED** to adopt the new Council and Committee structure to commence from June 2016. The structure would be reviewed after one year of operation.

It was **RESOLVED** to hold the Annual Town Meeting on Tuesday 12th April 2016.

170/15 CONFIDENTIAL ITEMS

As certain items were expected to include the consideration of exempt information it was **RESOLVED** that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

18. CONFIDENTIAL COUNCIL MINUTES

Council **RESOLVED** that the confidential minutes of the Leominster Town Council meeting held on the 9th February 2016 be agreed and signed as a correct record.

19. CIVIC MATTERS

Members were requested to submit nominations for the Civic Awards to the Town Clerk for consideration at the Full Council meeting to be held on 25th April 2016. Deadline for nominations would be Friday 15th April 2016.

The Civic Award ceremony would be held prior to the Mayor Making Ceremony on Saturday 14th May 2016.

There being no other business the Mayor thanked Members for their attendance and closed the meeting at 21:05 hours.

MAYOR:

DATE: