

# LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council Meeting held on Monday 30<sup>th</sup> July 2018 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

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**MEMBERS PRESENT:** Councillors Bartlett (Mayor), Thomas (Deputy Mayor), Mr P J Davies, Lacey, Marsh (7:30pm), Murdoch, Norman, Rosser, Rumsey, Sutcliffe and Williams.

**OFFICERS PRESENT:** Town Clerk.

**ALSO PRESENT:** Ward Cllr Stone and three members of the public.

Prior to the Full Council meeting, Members received an update from Vennture regarding the introduction of Street Ambassadors in Leominster.

## **46/18 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Mrs P Davies, Herschy and Preece.

Cllr Egan was absent.

## **47/18 DECLARATION OF ACCEPTANCE OF OFFICE/CODE OF CONDUCT**

Council formally received the Declaration of Acceptance of Office from Cllrs Mr P J Davies, Murdoch and Williams. They had been formally co-opted on to Leominster Town Council at the Council Co-option meeting held on Wednesday 25<sup>th</sup> July 2018.

## **48/18 CODE OF CONDUCT**

Council considered the report outlining the revisions to the Code of Conduct, which had been formally adopted by Herefordshire Council on 25<sup>th</sup> May 2018.

Following consideration, it was proposed by Cllr Lacey, seconded by Cllr Norman and **RESOLVED** that Leominster Town Council formally adopt the revised Code of Conduct.

Councillors were requested to complete new Registrable Interest forms.

## **49/18 DECLARATIONS OF INTEREST**

The following Declaration of Interest was made:

- Cllr Lacey: Allotment Association;
- Cllr Murdoch: Allotment Association.

## **50/18 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

## **51/18 QUESTIONS FROM THE PUBLIC**

The following matter was raised by residents:

- Westfield Walk – Concern was expressed that despite repeated requests for the traffic issues to be reviewed and addressed in this area nothing had been implemented to help discourage the use of the road as a rat run. Building was now taking place at the top of Westfield Walk which would further exacerbate the amount of traffic, including HGVs. It was agreed to contact the Highways Authority to establish whether any traffic counts had been undertaken in this road and to raise concerns about the potential impact of the new development.

#### **52/18 MINUTES OF THE PREVIOUS MEETINGS**

Council **RESOLVED** that the minutes of the Leominster Town Council meetings held on 12<sup>th</sup> May, 14<sup>th</sup> May, 25<sup>th</sup> June and 25<sup>th</sup> July 2018 be agreed and signed as a correct record.

It was agreed to inform all the relevant bodies of the Town Council representatives under Minute 25/18.

#### **53/18 LEOMINSTER HUM**

Council considered the report of the meeting held on 27<sup>th</sup> June 2018 between BPI, Herefordshire Council, the Town Council and local residents. The report was formally noted.

#### **54/18 CLERK'S REPORT**

Council noted the following Clerk's Report:

- (a) **Co-option Interview** – Following consideration it was **RESOLVED** to invite Mr Marshall to A Council Co-option meeting at 6.40pm on Monday 13<sup>th</sup> August 2018 prior to the Planning & Highways Committee meeting.
- (b) **Potential Depot** – Council noted that a positive reply had been received from Halo regarding the potential use of an empty depot building at the Bridge Street Sports Centre subject to the following:
  - The development and agreement of a rolling annual agreement;
  - The security and insurance of the equipment to be the responsibility of Leominster Town Council;
  - That any Football Club equipment is relocated in the adjacent building.

It was formally **RESOLVED** to pursue this option.

#### **55/18 COMMITTEE MEETINGS**

- (a) **Committee Meetings** – To approve the minutes of the following meetings held and ratify any decisions and recommendations reached:
  - It was **RESOLVED** to approve the minutes of the Planning & Highway Committee meetings held on 21<sup>st</sup> May, 4<sup>th</sup> and 25<sup>th</sup> June and 16<sup>th</sup> July 2018, and authorise the decisions and recommendations contained therein;

- It was **RESOLVED** to approve the minutes of the Finance & General Purposes Committee meeting held on 25<sup>th</sup> June 2018 and authorise the decisions and recommendations contained therein;
- It was **RESOLVED** to approve the minutes of the Communications & Events Committee meeting held on 25<sup>th</sup> July 2018 and authorise the decisions and recommendations contained therein;
- It was **RESOLVED** to approve the minutes of the Environment & Services Committee meetings held on 21<sup>st</sup> May and 16<sup>th</sup> July 2018 and authorise the decisions and recommendations contained therein.

## 56/18 FINANCES

- (a) **Accounts Paid Statement** – It was **RESOLVED** to pay all outstanding accounts up to 30<sup>th</sup> July 2018 amounting to £54,181.46, inclusive of VAT.
- (b) **Budget Overview** – Council noted that the budget overview report for April, May and June 2018 was still being drafted and would be presented to the Finance & General Purposes Committee at its meeting on Monday 3<sup>rd</sup> September 2018.

## 57/18 PUBLIC WORKS LOAN BOARD

Council noted that the original report had now been amended with additional information included regarding the reasons for borrowing and the various projects. Following discussion, it was proposed by Cllr Lacey, seconded by Cllr Sutcliffe and **RESOLVED** that this item be deferred and reconsidered at the Full Council meeting to be held on Monday 24<sup>th</sup> September 2018.

The amended report and further information would be reviewed by the Finance & General Purposes Committee at its meeting on Monday 3<sup>rd</sup> September 2018.

## 58/18 REPORTS

The following reports were received:

- (a) **Leominster in Bloom** – Council formally congratulated all those involved in Leominster in Bloom, including the relevant Town Council staff.
- (a) **Community Centre AGM** – This had been held on 24<sup>th</sup> July 2018.

The following reports were received from the Herefordshire Council Ward Members.

### ***Cllr Stone – Leominster Rural and North***

***Balfour Beatty Update*** – Councillors attended a briefing by Balfour Beatty at Thorn and were given a demonstration of one of their new pieces of equipment, a velocity patcher. It is used mainly on the rural roads and repairs

potholes more quickly than the traditional method. It is claimed to have repaired 8,000 potholes so far.

£2.8million had been allocated from Council reserves to public realm services including:

- Additional B and C roads patching programme
- Additional drainage works
- Footway maintenance in market towns
- Safety related road marking works.

£ 1,250,000 is also being provided by government this financial year for the repair of potholes and to protect local roads from severe weather. This includes pothole repairs on rural roads, drainage works and B and C roads patching.

**Meeting with Geoff Hughes** – Ward Members would be meeting with Geoff Hughes to discuss various local issues later in August. It was noted that Mr Hughes was leaving Herefordshire Council and would be missed.

**Armed Forces Day** – It was a privilege to be in Leominster on Armed Forces Day June 30<sup>th</sup>. Many congratulations to the Town Council team who had worked so hard and everything came together so well. Leominster looked its best and the poppy displays organised by Leominster in Bloom were most impressive.

**Meetings and more meetings** - Cllr Stone had attended recent meetings of the Adults Wellbeing Scrutiny Committee, Audit and Governance, substituted at the most recent planning committee and attended the Clinical Commissioning Group. Councillors were trying to meet Highways England over the current spate of collisions and other problems on the dangerous A49.

**Hereford Cathedral** – The Cathedral Choir's visit to the Vatican last month was a remarkable event. They took part in a Papal Mass and were the first Anglican Choir to sing in the Vatican. The Three Choirs festival has now started in Hereford.

**Cllr Bartlett – Leominster East**

- Herefordshire full Council meetings in May and July
- 2gether NHS Board meetings in Gloucester
- 2gether NHS Stakeholders meeting in Hereford and advisory group meeting at Stonebow.
- Wye Valley Trust Board meeting at the Community Hospital
- CCG NHS Board meeting at Grange Court
- Cabinet meetings for Museums Libraries and Archives and the new Learning Disability Strategy
- General Scrutiny work programme and scrutiny of the Hereford Bypass preferred red route choice.
- Leominster Transport Strategy planning meetings and Stakeholder workshop
- Ward member meetings with Director of ECC

- BPI 'Leominster Hum' Meeting with Herefordshire Council and residents
- Councillor briefings on Herefordshire Council Budget consultation and the latest OFSTED Review of Children's Services.
- Annual Mandatory training on Planning
- First screening of the Shared Freedoms Shared Futures film at Whitecross School. This is a big lottery funded inclusive school and media project about the history and contribution of Polish WW2 veterans and residents in Herefordshire today.
- Meetings with Leominster Area Polish Society and Herefordshire Council officers to discuss funding and the renovation of one of the Polish Veterans war graves at Leominster Cemetery.

### ***Cllr Norman – Leominster West***

**Herefordshire Council meetings:** Full Council; Children and Young People Scrutiny committee (Vice chair); Planning Committee; Schools Forum; Corporate Parenting board; Licensing sub-group; Audit and Governance committee (substitute); Stop the Drop steering group.

**Briefings:** Aspire – supporting people with learning disabilities; Mental Health; Domestic Violence; OFSTED report.

**Task and Finish groups:** Minerals and Waste, Use of Section 20 (children's care).

#### **Local issues:**

**Planning issues:** ILU at Stagbatch, McDonalds application off Morrisons roundabout, and development at Westwinds, Cholstrey Road were all still unresolved.

**Leominster Transport Study workshop in June:** This was a useful meeting of Ward Members, town councillors, Herefordshire Council officers, Balfour Beatty, interested individuals, representatives from the business sector and from other organisations, which gave us a chance to consult on the many transport issues and concerns in Leominster and look for positive outcomes. This followed a number of constructive meetings between ward members, the town clerk and officers from HC and BBLP, which will continue.

**Public Litter meeting:** This was organised by Julie Debbage (LTC) and myself with a view to mapping the litter picking activities of all the volunteers in Leominster. As well as the regular Sunday morning litter picking sessions, many individuals look after their own street or area and this was a chance to get a fuller picture of what is already being done and where there are black spots. Julie outlined what the town council is already doing and reminded everyone about health and safety issues. Judith Whately of Herefordshire Council explained how to get equipment, bags and labels, and told us more about the Stop the Drop campaign. Leaflets and posters encouraging individuals and businesses to sign up to the campaign were distributed, and have since been passed round to businesses in the town, a number of which have already signed up.

**Town Events:** Heartfelt congratulations to the teams who did so much to prepare the town for Armed Forces week, held this year in Leominster, closely followed by the visit of the 'In Bloom' judges. The town looked simply wonderful, and still does. Well done, especially to the Town Council team and to Leominster in Bloom, and all the volunteers who worked so hard. The feedback and appreciation from the many visitors to these events has been glowing.

**Variety Night Concert.** This was organised by last year's mayor, Roger Pendleton, and was a fundraiser for his charity, the Peter and Janice McCaull Trust, which supports young people in Leominster. The evening raised a fantastic £415.00 for the Trust.

## 59/18 MAYORAL APPOINTMENTS

The following Mayoral appointment update was noted:

### May

- Celebrating 100 Years of Girl Guides and Brownies in Leominster
- Ludlow Mayor Making
- SHYPP 'Walk a Mile in My Shoes' performance at the Courtyard
- Stourport on Severn Mayor Making
- Leominster Choral Society
- Annual Herefordshire Council Lunch

### June

- Ross on Wye Mayor making
- Leominster Festival Launch and Big Street Quiz outside The Grapes
- Festival Market and Civic Parade with the Ale Taster, Fish Taster and Bread weigher.
- Festival Civic Service at The Priory
- Birmingham Philharmonic Orchestra concert Festival finale at The Priory
- Lucton School Annual prize giving at The Priory
- Violette Szabo Museum season opening at Wormelow
- Armed Forces Flag Raising day in Leominster Corn Square
- Leominster in Bloom Poppies in the Butter Cross Arcade
- Armed Forces Charity Concert in The Priory
- County Armed Forces Day and commemorative service at war memorial
- Hereford String Orchestra at The Priory
- Tenbury Civic Service
- Pershore Civic Service
- High Sherriff's 'At Home' civic gathering
- Leominster in Bloom Judging Day
- Priory Fete and Dog Show
- Royal British Legion County Rally in Hereford
- Youth project activities with the Beavers in 11 Corn Square garden
- Ivington Fete
- Mayors meeting in Hereford
- Festival 'Celebrate' best shop window awards
- Priory Holiday Club
- 3 Choirs opening Service at Hereford Cathedral

- Peter and Janice McCaull fund raiser at the Leominster Social Club

The following Civic function dates were also noted. Councillors were requested to put these dates in their diary and make every effort to attend:

- 14<sup>th</sup> October 2018 - Ivington Harvest Festival, Ivington Church followed by Lunch in the community room, Ivington School
- 28<sup>th</sup> October 2018 – Leominster Town Council Civic Service at The Priory
- 4<sup>th</sup> November 2018 - Polish Veterans Commemoration Service 12 mid-day at Leominster Cemetery
- 11<sup>th</sup> November 2018 – Remembrance Day Service at The Priory and War Memorial
- 24<sup>th</sup> November 2018 – Nativity Service at The Priory followed by Christmas Lights Switch on in Corn Square
- 8<sup>th</sup> December 2018 – Victorian Street Market Civic Parade

#### **60/18 DATE OF NEXT MEETING**

Council noted that the next Town Council Meeting would be held on Monday 24<sup>th</sup> September 2018 commencing at 7:00pm at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

#### **61/18 CONFIDENTIAL ITEMS**

As certain items were expected to include the consideration of exempt information Full Council **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.

- (a) **Museum Report** – Council noted the Museum Curator’s update report. This was considered under confidential items as the Museum was a public organisation although the Curator was supported by the Town Council.
- (b) **Project Development Update** – Following discussion it was agreed to contact the organisation in question to establish whether they wished to undertake informal discussions with the Town Council regarding future co-operation.
- (c) **London Bridge Update** – Council noted the verbal update regarding this item.

There being no other business the Mayor thanked everyone for their attendance and closed the meeting at 9:09pm.

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**MAYOR**

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**DATE:**