

# LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council Meeting held on Monday 28<sup>th</sup> November 2016 commencing at 19:00 hours in the Council Chamber, 17 West Street, Leominster HR6 8EP.

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**MEMBERS PRESENT:** Councillors A Pendleton (Mayor), R Pendleton (Deputy Mayor), Bartlett, Barton, Davies, Lacey, Marsh, Mifflin, Norman, Rosser and Taylor.

**OFFICER PRESENT:** Town Clerk and the Office Manager.

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

## **71/16 CO-OPTION**

Council formally **RESOLVED** to confirm the co-option of Mr Jon Preece onto the Leominster Town Council. His Declaration of Acceptance of Office was formally received.

## **72/16 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Evans (illness), Freedland, (illness), Preece (work), Rumsey (holiday) and Thomas (holiday).

## **73/16 DECLARATIONS OF INTEREST**

The following Declaration of Interest was made:

- Cllr Lacey: Allotment plot holder;
- Cllr Angela Pendleton: LARC.

## **74/16 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

## **75/16 QUESTIONS FROM THE PUBLIC**

Two members of the public were present. No questions or issues were raised.

## **76/16 SGT ANDY SCOTT, SAFER NEIGHBOURHOOD TEAM**

Sgt Scott was welcomed to the meeting. He had recently taken over from Sgt Colin Smith who had retired. He was in charge of the Safer Neighbourhood Team covering Bromyard, Kington and Leominster.

The various issues identified to date included poaching, drugs and anti-social behaviour in the town centre. He wanted to improve communications with the Town Council and other local organisations.

## **77/16 POLICE & CRIME COMMISSIONER**

Mr Dan Guerche, Community Ambassador for the Police and Crime Commissioner, was welcomed to the meeting. He gave an informative presentation which provided an overview of the role of the Commissioner and his aims and objectives.

Mr Guerche had been involved in a number of projects, including the development of the Hereford BID and Facewatch.

The Commissioner was currently developing the Safer West Mercia Plan and was hoping to encourage more involvement from town and parish councils. Among the concerns raised was the responsiveness of the 101 service which was very poor.

#### **78/16 MINUTES OF THE PREVIOUS MEETINGS**

Council **RESOLVED** that the minutes of the Leominster Town Council meetings held on 26<sup>th</sup> September 2016 be agreed and signed as a correct record.

#### **79/16 CLERK'S REPORT**

The following Clerk's Report was **NOTED**:

- (a) **Christmas Lights** – Council noted that the Christmas Lights Switch On took place on Saturday 26<sup>th</sup> November 2016.
- (b) **The Grange Pavilion Lease** – Council noted that a copy of the 25 year lease relating to this building had now been received and meeting was being arranged with MiEnterprise to discuss the future of the building. It was confirmed that the building had been insured by the Town Council.
- (c) **HVOSS Update** – Council noted that a meeting had taken place with HVOSS regarding the youth project being developed. A revised proposal was being developed and would be considered when available.
- (d) **Budget Development Meetings** – Council noted that the Budget Development Sub-Committee continued to meet every Friday to develop the 2017/18 budget and the Corporate Strategy. A full report would be submitted to the F&GP Committee at its meeting on 19<sup>th</sup> December 2016. A final budget would be submitted to Full Council for approval and adoption at its meeting on 30<sup>th</sup> January 2017 prior to setting the 2017/18 precept request.

#### **80/16 COMMITTEE MEETINGS**

Council **RESOLVED** to approve the minutes of the following meetings:

- (a) **Planning & Highways Committee** – It was **RESOLVED** to approve the minutes of the Planning & Highway Committee meetings held on 10<sup>th</sup> October and 7<sup>th</sup> November 2016 and authorise the decisions and recommendations contained therein.
- (b) **Finance & General Purposes Committee** – It was **RESOLVED** to approve the minutes of the Finance & General Purposes Committee meeting held on 24<sup>th</sup> October 2016, and authorise the decisions and recommendations contained therein.
- (c) **Environment & Services Committee** – It was **RESOLVED** to approve the minutes of the Environment & Services Committee meeting held on 14<sup>th</sup> November 2016, and authorise the decisions and recommendations contained therein.

## 81/16 FINANCES

- (a) **Accounts Paid Statement** – Council considered the list of invoices paid during November 2016. It was proposed by Cllr R Pendleton, seconded by Cllr Thomas and **RESOLVED** that the invoices paid amounting to £41,543.15 be formally ratified.
- (b) **CCTV Revised Service Level Agreement** – Following consideration Council **RESOLVED** to formally adopt and ratify the revised Agreement which would come into force on the 1<sup>st</sup> April 2017 with the option to terminate on the 31<sup>st</sup> March 2020 or continue unless determined on notice as outlined within the agreement.
- (c) **Destination Leominster** – Council received a presentation from Liz Womack, Office Manager, updating Members on the progress of this initiative. Following discussion it was formally agreed to continue the development of the branding options in partnership with Orphans Press Ltd.
- (d) **HVOSS Youth Project** – Council received the First Quarter Report on the progress of the youth project at Barons Cross and central Leominster. Following consideration it was **RESOLVED** to sign off the Service Level Agreement subject to minor changes for 2016/17.
- (e) **Road Closure Charges** – Council noted the response received from Herefordshire Council. No further action would be taken.

## 82/16 ALLOWANCE SCHEME

Council discussed at some length the review of the Allowance Scheme that was being proposed to be undertaken by Herefordshire Council's Independent Review Panel. In 2014 town and parish councils in Herefordshire demonstrated a lack of interest to adopt a scheme.

A motion was put forward that the Town Council should consider introducing the childcare and dependants' carers' allowance scheme that was being extended to parish councils. The matter would be deferred to the Finance & General Purposes Committee and a recommendation submitted to Full Council for consideration.

A vote was taken the result being:

**FOR: 5      AGAINST: 8      ABSTAIN: 1**

The motion was duly lost

## 83/16 OUTSIDE BODIES

It was proposed by Cllr Thomas, seconded by Cllr Norman and **RESOLVED** that Cllr Rumsey be nominated as a Trustee for the Janice and Peter McCaull Charitable Trust.

It was proposed by Cllr Norman, seconded by Cllr Lacey and **RESOLVED** that Mr Kenneth Jones be nominated as a Trustee for the Janice and Peter McCaull Charitable Trust.

## 84/16 REPORTS

The following Representative on Outside Bodies reports were **RECEIVED**:

Cllr Thomas provided the following report from Leominster Business Group:

- Leominster had entered the Great British High Street competition and had won a social media gold award;
- Cllr Mifflin and Gaynor Lewis had attended the awards ceremony in London;
- Small Business Saturday had taken place on 3<sup>rd</sup> December 2016 and had been a success. Free car parking had been provided by the retailers who had funded the hire of the car parks.

Cllr A Pendleton had attended the HALC AGM in Hereford.

The following Herefordshire Council Ward Members reports were **RECEIVED**

Cllr Stone submitted the following report:

- Thoughts were with Peter McCaull and his family at this difficult time;
- He extended his congratulations to the Town for its Christmas Lights;
- Further staff changes were being implemented at Balfour Beatty;
- He had visited Envirosort near Worcester with Cllr Bartlett where Herefordshire waste is recycled;
- The future of the library in Leominster would continue to operate on current hours following Herefordshire Council's Cabinet decision;
- The new Crime Commissioner and the Chief Constable of the County had given a briefing to Councillors recently;
- Hereford Hospital was now out of special measures but still required improvement;
- He had attended the ceremony to honour the seven Polish servicemen who died in Leominster.

Cllr Bartlett submitted the following report:

- She had taken part in a 2Gether NHS Governors visit to Hereford Hospital;
- Thanks were extended to Cllr Norman for substituting at the Overview and Scrutiny Committee. Items included the future of the library service;
- She had attended the Balfour Beatty briefing at Thorn regarding changes to Traffic Regulation Orders;
- She had attended the ECHO AGM, the LARC AGM and the Leominster Festival AGM;
- She had attended the Ivington Harvest Festival and a town centre walkabout with Cllr Rone and BBLP representatives;
- She had attended the recycling centre with Cllr Stone and had also met Mr Banks to discuss the planning application relating to Eaton Hill;
- The Business Group had undertaken a volunteer clean up of the Town Centre ahead of the GB High Street competition judging;
- She had also attended a number of briefings regarding the Local Access Forum and Adult and Children's Wellbeing;

- She had attended a number of planning site visits and issues relating to the Bargates Traffic Lights installation.

Cllr Norman submitted the following report:

- The Market Towns Forum had co-opted Ward Cllr McCaull on to the Forum as an honorary member;
- She had attended the Civic Service and the Polish Memorial Service;
- The regular Sunday morning litter picks in the town continued every week and the volunteers had also helped with the GBHighStreet clean-up.

#### **85/16 MAYORAL APPOINTMENTS**

The following report was received from Cllr A Pendleton:

- A list of Mayoral engagements attended was provided to all members;
- The annual civic service had been held on 23<sup>rd</sup> October and had been well attended;
- The Mayor had attended the Leominster Army Cadet Corps passing out on 25<sup>th</sup> October 2016;
- A music session with young children at the Leominster library on 9<sup>th</sup> November 2016 had been particularly enjoyable;
- Remembrance commemorations had taken place on the 11<sup>th</sup> and 13<sup>th</sup> November 2016.

#### **86/16 DATE OF NEXT MEETING**

Council noted that the next Full Town Council meeting would be held on Monday 30<sup>th</sup> January 2017. The venue would be confirmed.

#### **87/16 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.

#### **88/16 PROPERTY REPORT**

Council received the property report outlining progress to date at 11 Corn Square. Following consideration Council **RESOLVED**:

- That the report be noted;
- To instruct the Town Council's Solicitor to inform the purchaser that a time limit of the 31<sup>st</sup> January 2017 has been set on the completion of the sale of 17 West Street, Leominster;
- That the quotation to purchase the KONE Motala 2000 lift for 11 Corn Square, Leominster at a cost of £32,712 + VAT be accepted;
- That the quotation to design, construct and fit four stained glass windows and render the red bricks in the timber framed element of the building from CJR Heritage Ltd amounting to £2,000 + VAT be accepted;
- That a new heating system be installed in the building at a cost of approximately £10,000 + VAT;

- That the proposed rental charges for the offices be adopted;
- That the income projection of approximately £21,938 for 2017/18 be noted.

There being no other business, the Mayor thanked Members for their attendance and closed the meeting at 9:45pm.

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**MAYOR:**

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**DATE:**