

LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council Meeting held on Monday 30th January 2017 commencing at 19:00 hours in the Council Chamber, 17 West Street, Leominster HR6 8EP.

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

OFFICER PRESENT: Town Clerk and the Office Manager.

ALSO PRESENT: Ward Cllr Stone, Inspector Bradley, two members of the public and a press representative.

89/16 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Preece (work).

90/16 DECLARATIONS OF INTEREST

The following Declaration of Interest was made:

- Cllr Lacey: Allotment plot holder;
- Cllr J Bartlett: LARC Trustee;
- Cllr F Norman: LARC Trustee;
- Cllr Angela Pendleton: LARC Trustee;
- Cllr R Pendleton: LARC Trustee.

91/16 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

92/16 QUESTIONS FROM THE PUBLIC

Council received a short presentation from Inspector Callie Bradley, Safer Neighbourhood Inspector, Market Towns and Rural Herefordshire.

- She had taken over the role in September 2016 and was based in Leominster. The Team was trying to enable parish and town councils to become more involved with the policing of their areas;
- West Mercia Police operated a Ride Along Scheme which provided an opportunity for any community member over the age of 16 years to accompany police officers on patrol. The Mayor had agreed to participate;
- Volunteers were being sought to help communities with Policing. At present they were looking for volunteers with IT skills who could help update the website;
- The issues raised with Sgt Scott were currently being pursued;
- Although no concerns had been raised by the school regarding speeding traffic a speed assessment would be carried out. Ivington Primary School was highlighted and it was agreed that a CSO would visit;

The following issues were raised:

- Additional contact with shopkeepers was requested. This would be actioned;
- Further concerns regarding drug dealing in the town were raised and it was agreed to investigate these;
- It was agreed to review Facewatch and encourage local businesses to participate.

Council formally thanked the Inspector for attending.

No questions were raised by members of the public.

93/16 MINUTES OF THE PREVIOUS MEETINGS

Council **RESOLVED** that the minutes of the Leominster Town Council meetings held on 28th November 2016 be agreed and signed as a correct record subject to the amendment to include Cllr Thomas as being present.

94/16 VACANCY & CO-OPTION

Council **NOTED** that the vacancy created by the resignation of Mrs Mifflin would be subject to co-option as no election had been called. The call for election for the vacancy created by the resignation of Ms Evans ended on Wednesday 1st February 2017.

Council **RESOLVED** to adopt the following process to fill the vacancies:

- Notice of the vacancies had been included in the Leominster News;
- Following formal notification of whether an election had been called or not posters would be erected on Council notice boards advertising the vacancies and relevant details, including a closing date for applications;
- A copy of that notice would be published on the Council website and a short press release to the Hereford Times submitted;
- Notices would be erected week commencing 6th February 2017;
- Closing date for applications would be Friday 17th March 2017;
- Subject to the number of applications received informal interviews of approximately 15 minutes each would be held prior to the Full Council meeting on Monday 27th March 2017;
- The successful candidates would be formally co-opted on to Leominster Town Council on Monday 27th March 2017.

95/16 CLERK'S REPORT

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

- (a) **CCTV Operations Room Visit** – Members noted that a visit had been arranged to the CCTV operations room in Hereford on Thursday 23rd February at 10:30am. Councillors wishing to attend would inform the Town Clerk.
- (b) **Building Regulation Application** – Subject to Council's agreement regarding the refurbishment of the holiday flat, Council noted that a building regulation application would be submitted to enable the works to proceed. Members were provided with copies of the quotations for the refurbishment of the flat and the garden area.

- (c) **Penalty Notice** – Members noted that the penalty notice issued to a Council contractor working at 11 Corn Square had now been cancelled.

Council considered an outline proposal to address the issues being experienced at this location and, following discussion, **RESOLVED:**

- To request dispensation for contractors to park in marked bays free of charge for longer than the maximum stay of 4 hours until the electrical cable stopping the main door of the depot opening has been removed by Herefordshire Council;
 - To formally request all day parking to be allowed on part of Etnam Street car park. This will have a higher charge than other all day car parks due to its prime location to discourage commuters but encourage visitors;
 - Subject to the above being agreed and delivered, that negotiations commence with Herefordshire Council to agree the allocation of private rented spaces to tenants of 11 Corn Square;
 - To clarify initially with Property Services and the Town Council's solicitor that the concrete apron had not been included in the sale of 11 Corn Square.
 - Subject to clarification being received, to commence negotiations with Property Services to formally purchase the concrete apron in front of the garage and the purchase of additional land in Etnam Street car park.
- (d) **Internal Audit** – The Council considered the quotation received from Mr Iain Selkirk to carry out the Council's 2016/17 Internal audit and **RESOLVED** to accept the quotation of £275 per visit. Two visits would be arranged.
- (e) **CPRE Herefordshire** – Council noted that a study day on intensive poultry units was being held on 4th March 2017 from 10am to 4pm at Aymestry Village Hall. Cllrs Bartlett and Barton would attend.
- (f) **#Leominster Twitter** – Council agreed to support the initiative for Leominster to "tweet" that Leominster was a friendly town and welcomed people of all nationalities, religion and ethnicity. The hashtag #Leominster would be used.
- (g) **New Financial Assistant** – Council noted that the new Finance Assistant, Rachel Williams, would commence employment on 1st February 2017.
- (h) **CAB Update** – Council noted the following update received from CAB. A full report would be submitted in due course.
- Since 1st October CAB had conducted 52 assessments for Leominster residents. The assessments resulted in 40 enquiries giving advice;
 - CAB had booked 17 face to face outreach appointments, including specialist level support;
 - So far the financial outcome was £117,386.82.

96/16 **BUDGET & PRECEPT 2017/18**

Council considered the adoption of the draft Budget for 2017/18 and the recommendation from the Finance & General Purposes Committee that a

precept of £422,148, which would result in a Band D charge of £118:40, be requested from Herefordshire Council for 2017/18.

Following the presentation of the budget it was proposed by Cllr Norman and seconded by Cllr R Pendleton that the budget for 2017/18 as presented be adopted and that a Precept of £422,148 be requested from Herefordshire Council.

A vote was taken, the result being:

FOR: 12 AGAINST: 1

The Motion was carried.

97/16 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 & Highways Committee meetings held on 28th November, 19th December 2016 and 9th and 23rd January 2017, and authorise the decisions and recommendations contained therein.

The following decisions were **AGREED**:

- PH121/16(a) – It was agreed to obtain a standard occultation form from Herefordshire Council and organise delivery of these to the relevant dwellings;
- PH124/16 – P170052: It was agreed to contact the Tree Council to see whether an independent assessment of the Copper Beech tree could be undertaken to verify the need to remove it and continue to push for an independent tree assessment by Herefordshire Council.

- (b) **Finance & General Purposes Committee** – It was **RESOLVED** to approve the minutes of the Finance & General Purposes Committee meeting held on 19th December 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 16th January 2017, and authorise the decisions and recommendations contained therein.

Council formally adopted the revised meeting dates for 2017/18.

98/16 FINANCES

- (a) **Accounts Paid Statement** – Council considered the list of invoices paid during January 2017 and it was **RESOLVED** that the invoices paid amounting to £97,407.28 be formally ratified.

- (b) **Financial Report** – Council **RECEIVED** the Quarter Three Financial Report. Following consideration it was **RESOLVED**

- That the report be noted;
- That the payments for Quarter Three amounting to £120,718, exclusive of VAT be ratified;
- That income received and current balances for the 2016/17 financial year as outlined in the report be noted.

(c) **Branding** – Council **RECEIVED** a presentation updating it on this initiative. The presentation covered the process to date and, following the public consultation carried out, a branding recommendation was proposed.

99/16 **MAYOR AND DEPUTY MAYOR ELECT**

Nominations were invited for the Mayor Elect for the 2017/18 civic year.

Cllr Roger Pendleton was nominated by Cllr Thomas and seconded by Cllr Marsh. There being no other nominations Cllr Roger Pendleton was formally appointed as Mayor Elect.

Nominations were invited for the Deputy Mayor Elect for the 2017/18 civic year.

Cllr Bartlett was nominated by Cllr Davies and seconded by Cllr Rosser.

Cllr Thomas was nominated by Cllr R Pendleton and seconded by Cllr Freedland.

A vote was taken, the result being:

Cllr Bartlett: 6 votes

Cllr Thomas: 5 votes

Cllr Bartlett was formally appointed as Mayor Elect.

100/16 **REPORTS**

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

Cllr Thomas provided the following report:

- The café unit at the railway station was currently being leased but was not operating;
- The defibrillator previously located at the Co-op had been relocated at the Black Swan Public House in West Street;
- An additional defibrillator was expected to be provided at Morrisons in the near future.

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

Cllr Stone submitted the following report:

- Congratulations were extended to Cllr Thomas for all his work towards securing defibrillators throughout the town;
- Congratulations were also extended to the Finance Sub-Committee for producing a balanced budget;

- Continued support for the 427 and 490 bus services was welcomed;
- Council noted the tribute paid to the late Peter McCaull;
- The Herefordshire Council budget was expected to be agreed on Friday 3rd February 2017. An increase of 3.9%, including the additional 2% to help towards social care, was planned;
- It was noted that the New Homes Bonus was being withdrawn;
- Congratulations were extended to Leominster for becoming runner up in the Rising Star category of the Great British High Street competition;
- Congratulations were extended to the various local people included in the New Year Honours list.

Cllr Bartlett submitted the following report:

- Had attended Scrutiny meetings relating to budget development;
- The Transport consultation had closed and the results were currently being considered;
- The Economic Master Plan had been adopted by Herefordshire Council on 16th December 2016;
- Had been involved with a number of planning applications within her Ward;
- Attended meetings to discuss the Leominster Public Realm report, BBLP contract obligations and the County of Culture bid.

Cllr Norman submitted the following report:

- She had been involved with a number of planning applications within the Ward;
- Concerns regarding bin emptying, potholes and the public realm continued to be expressed;
- Was Vice-Chair of the Audit & Governance Committee, a member of the Standards Working Group and the Task & Finish group looking at mental health services at Herefordshire Council;
- Concern regarding the high level of phosphates in the Lugg.

(Cllr Taylor left the meeting at 9.06pm)

Concern was expressed regarding the very poor quality of the pothole repairs carried out by Balfour Beatty in Rylands Road recently. The work was shoddy and was already breaking up. Ward Councillors were requested to lobby Council to have this work redone and to report the quality of work carried out.

101/16 MAYORAL APPOINTMENTS

The following report was received from Cllr A Pendleton:

- A list of Mayoral engagements attended was provided to all members;
- Events attended in December 2016 included a Mayoral quiz evening in Kidderminster, Leominster in Stitches fund raising event, the Victorian Street Market and window competition judging and various carol services;
- On 11th January 2017 a civic funeral was held for Peter McCaull, which was well attended. S&A Ltd and Leominster Football Club had agreed to dedicate a cup to Peter McCaull;

- Events attended in January 2017 included meetings with various local organisations including Dementia Friendly Alliance Meeting;
- The Mayoral fundraising concert with The Fortunes was held on 29th January 2017 and had been both enjoyable and successful. Thanks were extended to all those who assisted in the organisation of the event.

102/16 DATE OF NEXT MEETING

Council noted that the next Full Town Council meeting would be held on Monday 27th March 2017 at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

103/16 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.

- (a) **Grange Court Grant** – Council considered the request received to review the terms of the funding agreement between the Town Council and LARC. Following discussion it was **RESOLVED**:
- To defer consideration of this item until further information was available from LARC;
 - That a Task & Finish Group be set up comprising of Cllrs Marsh, Thomas and either Preece or Freedland, to commence negotiations to review the existing agreement;
 - That the matter is referred back to Full Council at its meeting on Monday 27th March 2017 for further consideration.
- (b) **Grange Pavilion** – Council considered the report outlining the current lease on the building and various issues surrounding the use of the building. The lease had 14 years remaining. Following consideration it was **RESOLVED**:
- That the report be noted;
 - That the proposed usage milestones be adopted and submitted to Leominster Pavilion CIC to implement;
 - That the initiative be monitored.
- (c) **Property Report** – Council considered the Property Report and, following discussion, it was proposed, seconded and **RESOLVED**:
- To withdraw the offer of sale of 17 West Street, Leominster to the interested party following notice from the purchaser's solicitor that the original offer had been withdrawn and a new, reduced offer had been submitted;
 - To instruct the Town Clerk to place the property known as 17 West Street on the open market;
 - That the property be marketed for either rent or sale;

- To note the progress reported regarding the refurbishment of 11 Corn Square;
- That the decisions taken by the Task & Finish Group on Thursday 12th January 2017 be ratified;
- The quotations received from CJR Heritage for the refurbishment of the flat and the works to the garden area be accepted.

(d) London Bridge – Council noted the report and progress made to date.

(e) Civic Awards – Council agreed to defer consideration of nominations to receive Civic Awards until the next Council meeting to be held on Monday 27th March 2017. Any nominations with supporting details should be submitted to the Town Clerk.

There being no other business, the Mayor thanked Members for their attendance and closed the meeting at 9:57pm.

MAYOR:

DATE: