

LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council Meeting held on Monday 29th January 2018 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

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

OFFICER PRESENT: Town Clerk.

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

86/17 APOLOGIES FOR ABSENCE

All Councillors were present.

87/17 DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Cllr Lacey – Allotments (Personal);
- Cllr Norman – The Janice & Peter McCaull Charitable Trust (Trustee);
- Cllr Rumsey – The Janice & Peter McCaull Charitable Trust (Trustee);
- Cllr Thomas – First Responders (personal) and the Janice & Peter McCaull Charitable Trust (Trustee);

88/17 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

89/17 QUESTIONS FROM THE PUBLIC

Four members of the public were present. The following matter was raised.

Barons Cross P172135

Concern was expressed regarding the current air quality at the Bargates junction and the impact an additional 414 dwellings would have on it. It was noted that the reserved matters application would be considered by Herefordshire Council, the Planning Authority, on Wednesday 31st January 2018.

Following discussion it was agreed to:

- Request the latest air quality figures measured at the Bargates Junction;
- Obtain an update from Herefordshire Council on whether the new traffic lights system had had any impact on the air quality;
- Request details from Herefordshire Council on its plans to measure air quality and the Action Plan it has developed to address and mitigate the existing air quality issues which do not meet current standards.

90/17 MINUTES OF THE PREVIOUS MEETINGS

Council **RESOLVED** that the minutes of the Leominster Town Council meeting held on 27th November 2017 be agreed and signed as a correct record subject to the amendments agreed.

Cllr Thomas thanked Leominster Town Council and the community of Leominster for supporting the First Responders. A sum of over £5,000 had been raised which would secure the service for another two years.

91/17 CLERK'S REPORT

Council **RECEIVED** the following report:

- (a) **Employment Law/Health & Safety Cover** – Council considered the offer received from Ellis Whittam of a reduced rate for the renewal of the Town Council's current cover.

Following consideration Council **RESOLVED** to enter into a new five year agreement with Ellis Whittam to provide advice and support on employment and Health & Safety at a cost of £2,140 plus VAT. The 5 year agreement figure had been included in the budget

- (b) **The Great British Spring Clean** – Council noted that this would be taking place between the 2nd and 4th March 2018. Events were currently being developed and further information would be provided in due course.
- (c) **Accident** – It was noted that one of the Council vehicles was involved in an accident on 25th January 2018 at 7.30am. The matter was in the hands of the insurance company.
- (d) **Parliament Clock** – Council noted that this had now been collected and was being stored at Corn Square. Some research on the origins of the Act of Parliament Clock had been undertaken and was noted. It was hoped that a brief history of the clock could be collated and made available in due course.
- (e) **LEADER Funding, Holiday Flat** – Council noted that a 60% private funding contribution was required to enable this application to go forward. Discussions were currently being held with the Herefordshire Council Grants Team and further updates would be provided when available.
- (f) **Bargain Hunt Filming** – Members noted that permission had been given to Bargain Hunt to film on The Grange on Monday 5th February 2018.
- (g) **Soft Market Test Museums, Libraries and Archives** – Council noted that this had now been completed by Herefordshire Council and the report had been forwarded to Members for information.

92/17 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 4th & 18th December 2017 and 8th January 2018, and authorise the decisions and recommendations contained therein, subject to the following:
- (b) **Finance & General Purposes Committee** – It was **RESOLVED** to approve the minutes of the Finance & General Purposes Committee meeting held on

18th December 2017, 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 22nd January 2018, and authorise the decisions and recommendations contained therein.

93/17 FINANCES

- (a) **Accounts Paid Statement** – It was **RESOLVED** to pay all outstanding accounts up to 29th January 2018 amounting to £20,404.66, including VAT.
- (b) **Internal Auditor Appointment** – It was **RESOLVED** to confirm the appointment of Iain Selkirk FCA to carry out the mandatory internal audits required annually. The cost of each visit would be £275 per visit and a minimum of two visits would be required.
- (c) **The Janice & Peter McCaull Charitable Trust** – Council received the report regarding the completion of probate and, following discussion, **RESOLVED**:
- That Leominster Town Council would support the Charitable Trust and act as its Banker in order to move the execution of the Will forward and complete probate;
 - That a cheque amounting to £2,900 be raised immediately to meet the outstanding costs of the Estate;
 - That delegated authority be given to the Town Clerk to meet any additional expenses relating to the completion of probate and to ensure that the Trust's affairs were in order;
 - That on completion of the execution of the Will, the Janice and Peter McCaull Charitable Trust would reimburse the Town Council all expenses incurred.

94/17 BUDGET 2018/19

Prior to Council discussing the budget the Mayor made a statement, which was noted by Council.

Council then discussed the draft budget for 2018/19 in detail. A number of concerns were expressed including the proposed increase, the speed of growth and the timescale for implementation. The following resolution was passed:

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.

Following further discussions Council moved back into open session and the following Motion was proposed by Cllr Freedland and seconded by Cllr Egan:

- That the proposed budget for 2018/19 be adopted without amendment;
- That each proposed project is fully discussed by the relevant Committee of Task & Finish Group prior to implementation;
- That any potential savings be identified and ringfenced;
- That consideration is given to use any money saved and ringfenced to either offset the 2019/20 precept requirement or be transferred into balances.

A vote was taken, the result being:

FOR: 12 AGAINST: 1 ABSTENSIONS: 3

The Motion to adopt the 2018/19 budget was formally carried.

Council considered the proposal to support developing a partnership with Herefordshire Council to undertake a feasibility study of the Southern Urban Extension.

Following further discussions the following Motion was proposed by Cllr Norman and seconded by Cllr Marsh:

- That the proposed partnership with Herefordshire Council be supported;
- That a sum of up to £10,000 be allocated from balances to help fund the study.

A vote was taken, the result being:

FOR: 9 AGAINST: 6 ABSTENSIONS: 1

The Motion was formally carried.

95/17 PRECEPT 2018/19

Council considered the recommendation from the Budget Task & Finish Group that a precept of £484,632 be requested from Herefordshire Council for 2018/19, which would result in a Band D charge of £134.38.

Following discussion it was **RESOLVED** that a precept of £484,632 be requested from Herefordshire Council.

96/17 PUBLIC WORKS LOAN BOARD

Council formally considered submitting an application to the Public Works Loan Board for a loan of up to £350,000, to be repaid over a 25 year period, to fund the various projects being developed.

Following discussions a Motion to apply for Public Works Loan Board for a loan of up to £350,000, to be repaid over a 25 year period, to fund projects was proposed by Cllr Thomas and seconded by Cllr Norman:

A vote was taken, the result being:

FOR: 10

ABSTENSIONS: 6

The Motion was formally carried.

Council noted that if the loan was approved, each proposed drawdown of the loan would be considered and approved by Full Council.

97/17 REVISED COMMITTEE STRUCTURE

Council agreed to defer consideration of the draft revised Committee structure and meeting time proposals report.

98/17 REPORTS

The following reports were received:

- (a) Leominster Business Group** – Cllr Thomas informed Council that the Group had met recently and a meeting about 2018 events had been arranged between the Town Council and the Business Group.
- (b) Leominster in Bloom** – Cllr Lacey reported that Leominster in Bloom continued to plan the floral displays for 2018.

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

Cllr Stone – Leominster Rural and North

- A44 Mill Street – This stretch of road was resurfaced on 12th January 2018. Unfortunately there were still potholes;
- Potholes and gritting – The number of potholes have increased following the cold weather and it was hoped that additional funding from the overpayment to Amey could be secured to address this. Balfour Beatty had carried out a good job gritting during the cold spell;
- The 2018/19 Herefordshire Council budget had now been agreed with a 4.9% increase or £67 per annum per D Band household. A further £19.2 million of savings needed to be achieved between 2018 and 2021;
- Cllr Stone had attended a number of meetings on local matters as well as Herefordshire Council related meetings;
- Cllr Stone would be visiting the Air Ambulance at Strensham on the M5 in March and will report back to Council;
- The Weeping Window of Poppies exhibition will run from 24th March to 29th April 2018 at Hereford Cathedral.

Cllr Marsh – Leominster South

- Briefed on Leominster Neighbourhood Plan Section 16 feedback which would be going forward for inspection. There were several responses from developers challenging various elements of the plan, so making a clear case for the settlement boundaries and explaining the rationale for protecting green spaces would be very important in the next few weeks in preparation for inspection;

- Attended briefings on Treasury Management, Herefordshire Council's solar and active travel schemes and Herefordshire Council's performance on ECC key performance indicators;
- Responded with other Ward Cllrs to the Public Realm draft proposals for Leominster from Balfour Beatty and the proposed Leominster Transport study, to include assessment of feasibility of compulsory purchase as a way to move the SUE and link road forward;
- Co-ordinated call-in of the proposal to charge charities for tipping. Instead encouraging more joint working with the third sector as more promising way to reduce the tonnage and cost of household waste going through the waste contract;
- Set up of meeting on Universal Credit with DWP. This was expected to roll out locally in June (single claimants have been on Universal Credits for some time);
- Working with applicants on planning issues and feeding into the highlighting of air quality as a key issue in the Barons Cross development.

Cllr Norman – Leominster West

- Task and Finish meeting with town council members on Leominster's public realm;
- Herefordshire Council (HC) Scrutiny training;
- Meeting with Dementia Project team, partly about future premises;
- Treasury management briefing (HC);
- Schools Forum (HC);
- Forward Plan briefing (for HC scrutiny chairs/vice chairs);
- Meeting with new HC Tree Officer;
- Site visits and planning meetings;
- Lugg Drainage Board meeting (HC rep);
- Visit to new Incinerator built at Hartlebury as joint project for Herefordshire; and Worcestershire. Slide presentation available for anyone who is interested. Also group visits can be arranged. (HC);
- New university briefing (HC);
- Neighbourhood plan consultation – now going forward for inspection;
- Licensing sub-committee (HC);
- Several Children and Young People Scrutiny meetings (HC);
- Full Council (HC).

Cllr Bartlett – Leominster East

December 2017

- Meeting with the energy and active travel team;
- Meeting with Director, Leader and Cabinet members to discuss the potential for unlocking the SUE land from Braisnose for development. Still no consensus of best way to bring the road forward outside of raising Section 106 monies from the SUE itself;
- Attended General Scrutiny Committee and Cabinet.

January 2018

- Members Briefings – Treasury Management (briefing ahead of budget setting at full council);

- NMiTE – The new university. Next steps forward now that the DfE money has been secured;
- Site visit with Julie Debbage, Clerk, Hereford Markets and May Fair to discuss location of BT Box on Church Road;
- Attended 2g Governors meeting in Gloucester;
- Town Council Public Realm Task & Finish group. To consider response to BBLP Report and look at ways forward;
- Herefordshire Council. Full Council meeting to set the 2018/19 budget;
- General Scrutiny Committee – Scrutiny of the BBLP Contract. Very robust session, one of the main things that came out of it was dissatisfaction the priority spending of highways money in the city and the lack of investment in the rural network;

As Deputy Mayor on 17th January 2018

Attended a planning meeting for the Remembrance of Polish Soldiers buried in Leominster. The Remembrance service will be on Sunday 4th November this year. In a wider context – The group is organising a coach trip to National Memorial Arboretum and RAF Cosford Museum on April 21st, more details nearer the time. Raising funds to repair the graves and looking to put an exhibition on in the library to raise awareness. Whitecross School had secured a grant to make a film 'Shared Freedom' about the Polish contribution.

99/17 MAYORAL APPOINTMENTS

The following Mayoral appointments had been attended by the Mayor:

- 2nd December 2017 – attended Small Business Saturday;
- 8th December 2017 – Opened Lloyds Bank, Corn Square;
- 9th December 2017 – Paraded at the Victorian Street Market;
- 9th December 2017 – attended the Through the Wardrobe event;
- 10th December 2017 – attended Light up a Life service at the Methodist Church;
- 14th December 2017 – attended Luston School Carols at The Priory;
- 16th December 2017 – attended the funeral of Bob Ellis at The Priory;
- 16th December 2017 – attended the Stourport pre Christmas lunch;
- 17th December 2017 – attended the diamond wedding of Mr Healy;
- 20th December 2017 – attended Carols by Candlelight at The Priory;
- 12th January 2018 – gave out the shop window display competition prizes;
- 16th January 2018 – attended an evening function at Ludlow Town Council.

100/17 DATE OF NEXT MEETING

Council noted that the next Leominster Town Council meeting would be held on Monday 25th March 2018 commencing at 7:00pm at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

Annual Town Meeting – Council **RESOLVED** that the Annual Town Meeting be held on Tuesday 24th April 2018. The meeting would commence at 7.30pm and be held at 11 Corn Square.

It was agreed to send Mr Thornhill and Mrs Coombey a letter congratulating them on being recognised in the New Year Honours List.

It was further agreed to send Earl Mortimer College and Leominster Junior School a letter congratulating them on a good Ofsted result.

101/17 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) **Confidential Budget Decisions Report** – This report was considered under Minutes 94/17.

- (b) **Civic Awards** – Members noted that nominations for Leominster Civic Awards 2018 should be submitted by 19th March 2018 to the Clerk. Nominations would be considered at the Full Council meeting on 26th March 2018. The awards ceremony would take place at the Mayor Making ceremony on Saturday 12th May 2018.

There being no other business the Mayor thanked everyone for their attendance and closed the meeting at 9:26pm.

MAYOR

DATE: