



## LEOMINSTER TOWN COUNCIL

### FULL COUNCIL

Tuesday 23<sup>rd</sup> March 2021

To: All Members:

Councillors Thomas (Mayor), Rumsey (Deputy Mayor), Bartlett, Davies, Herschy, Marsh, Marshall, Murdoch, Norman, Parris, Preece, Rosser, Smith-Winnard, Sutcliffe, Williams and Williamson.

### NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Leominster Town Council to be held on **Monday 29<sup>th</sup> March 2021** commencing at **19:00 hours** remotely via Zoom.

**Meeting ID:** 871 0877 8642

Press and public are cordially invited to attend. Those wishing to join the meeting should contact the clerk on [townclerk@leominstertowncouncil.gov.uk](mailto:townclerk@leominstertowncouncil.gov.uk) in advance for the meeting password.

Julie Debbage  
TOWN CLERK

## AGENDA

### 1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

### 2. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

### 3. REQUESTS FOR DISPENSATIONS

To consider requests for dispensations (must be notified in writing).

### 4. QUESTIONS FROM THE PUBLIC (maximum 15 minutes)

To receive questions and statements from members of the public.

**5. MINUTES OF THE PREVIOUS MEETING**

To receive and approve as a correct record the minutes of the Leominster Town Council meeting held on 25<sup>th</sup> January 2021.

**6. CLERKS REPORT**

To receive the Clerk's Report on matters outstanding that may not appear on the agenda.

**7. COMMITTEE MEETINGS**

To approve the minutes of the following meetings held and ratify any decisions and recommendations reached:

- Planning & Highways Committee – 18<sup>th</sup> January 2021, 8<sup>th</sup> February 2021 and 1<sup>st</sup> March 2021;
- Communications & Events Committee – 16<sup>th</sup> March 2021;
- Finance & General Purposes Committee – 22<sup>nd</sup> February 2021;
- Environment & Services Committee – 15<sup>th</sup> March 2021.
- Personnel Sub-Committee – 18<sup>th</sup> January 2021 and 5<sup>th</sup> March 2021.

**8. FINANCES**

**(a) Accounts paid and invoices for payment** – To receive an accounts paid and invoices for payment statement.

**(b) Income and Expenditure Report Month 11** – To consider the Income and Expenditure Report for Month 11 and accompanying notes.

**9. REPORTS**

To receive update reports from:

- Representatives on outside bodies (verbal)
- Herefordshire Council Ward Members (text and verbal)
- Budget Consultation Summary from Projects & Grants Officer – To consider and approve for circulation.
- Projects Update (verbal)

**10. CCTV – CENTRAL CAR PARK**

An estimate of cost has now been received from CCTV Manager at Herefordshire Council. Please see the breakdown below:

<b>Costs</b>	<b>Amount £</b>	<b>Type</b>
<b>CAPITAL</b>		
Installation of camera	3507	Quote
8m Pole	2000	Quote
Signage	65	Estimate
<b>Total</b>	<b>5572</b>	
<b>REVENUE</b>		
Power costs	200	Estimate
Maintenance costs	400	Estimate
<b>Total</b>	<b>600</b>	

- 11. KICKSTART SCHEME UPDATE**

Paperwork for the government Kickstart Scheme has now been received and two job descriptions have been written. The next step is to be submitted to Hoople for review before being forwarded to the Job Centre to select suitable candidates for each role.
- 12. MEETING CALENDAR 2021/22**

To ratify the attached meeting calendar for the next year.
- 13. ANNUAL TOWN MEETING**

To note that the date for the Annual Town Council meeting will be 19<sup>th</sup> April 2021 at 7:30pm. This is usually the meeting between the Mayor and the town, where the annual report is read out to members of the public. The recommendation is that the Chair of each Committee attend to answer questions from the public. The meeting will be advertised 10 days in advance in the Leominster News, noticeboards, signage in Town and on the website.
- 14. ANNUAL TOWN COUNCIL MEETING**

To note that as Mayor-making will not be able to take place at The Priory in May this year, an event could be organised later in the year to include Civic Awards. The date for the Annual Town Council meeting will be 24<sup>th</sup> May 2021 at 7:00pm.
- 15. MAYOR'S UPDATE**

To receive an update on the Mayor's last two years in office.
- 16. NHS & CARERS DAY**

To consider local events on the NHS & Carers day – 5<sup>th</sup> July 2021.
- 17. CONFIDENTIAL ITEMS**

Certain items are expected to include the consideration of exempt information and the Finance Committee is, therefore, recommended to resolve "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** – To discuss the separate report regarding the Museum Partnership 2018 - 2021.
  - (b) Millennium Green** – To discuss ownership and maintenance of the Millennium Green.
  - (c) CCTV 11 Corn Square** – To discuss and consider the options.
  - (d) Potential Devolved Asset** – A verbal update for councillors.
- 18. DATE OF NEXT MEETING**

The next Town Council meeting will be held on Monday 24<sup>th</sup> May 2021 commencing at **19:00 hours** either remotely via Zoom or at the Council Offices, 11 Corn Square, Leominster, HR6 8YP depending on the lifting of social distancing regulations by central government.

# LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council Meeting held on Monday 25<sup>th</sup> January 2021 commencing at 19:00 hours remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Thomas (Mayor), Rumsey (Deputy Mayor), Bartlett, Davies, Herschy, Marsh, Murdoch, Norman, Parris, Preece, Rosser, Smith-Winnard and Sutcliffe (19.35).

**OFFICERS PRESENT:** Town Clerk and the Democratic Services Officer.

**ALSO PRESENT:** Ward Cllr Stone.

## **58/20 APOLOGIES FOR ABSENCE**

Cllr. Sutcliffe had informed the clerk that he would be late as he was attending another meeting.

## **59/20 DECLARATIONS OF INTEREST**

Cllr. Bartlett – Trustee of Leominster District Community Centre.

## **60/20 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

## **61/20 QUESTIONS FROM THE PUBLIC**

No members of the public were present. No matters were raised.

## **62/20 MINUTES OF THE PREVIOUS MEETING**

Council **RESOLVED** that the minutes of the Leominster Town Council meeting held on 30<sup>th</sup> November 2020 be agreed and signed as a correct record when social distancing regulations are lifted by central government.

## **63/20 CLERK'S REPORT**

Council noted the following Clerk's Report:

- (a) That the Projects & Grants Officer is in the process of producing a Budget Consultation Summary Report which will be distributed to the Budget Task and Finish Group before publishing.
- (b) That a doodle poll will be sent out to members of the Planning & Highways Committee in order to arrange a date for councillor training.
- (c) That the bins in The Grange that have been replaced by Balfour Beatty in error will remain and that the damaged and corroded bins around the town are currently in the process of being replaced.

## **64/20 COMMITTEE MEETINGS**

Council approved the minutes of the following meetings held and ratified the decisions and recommendations made:

- Cllr Rosser, Chair of the Planning & Highways Committee, presented the minutes. It was **RESOLVED** to approve the minutes of the Planning & Highways Committee held on 30<sup>th</sup> November 2020 and 14<sup>th</sup> December

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2020 and to authorise the decisions and recommendations contained therein;

- Cllr Rumsey, Chair of the Communications & Events Committee, presented the minutes. It was **RESOLVED** to approve the minutes of the Communications & Events Committee held on 17<sup>th</sup> November 2020 and 12<sup>th</sup> January 2021 and to authorise the decisions and recommendations contained therein;
- Cllr Murdoch, Chair of the Finance & General Purposes Committee, presented the minutes. It was **RESOLVED** to approve the minutes of the Finance & General Purposes Committee held on 14<sup>th</sup> December 2020 and to authorise the decisions and recommendations contained therein;
- Cllr Herschy, Chair of the Environment & Services Committee, presented the minutes. It was **RESOLVED** to approve the minutes of the Environment & Services Committee held on 11<sup>th</sup> January 2021 and to authorise the decisions and recommendations contained therein.

### 65/20 FINANCES

- (a) **Accounts Paid and Invoices for Payment** – It was **RESOLVED** to ratify the payment of invoices December 2020, as outlined on the payment statements provided.
- (b) **The Income & Expenditure Report and budget notes for Month 9** – Council **RESOLVED** to accept Income & Expenditure Report and budget notes.

### 66/20 BUDGET 2021/22

Council reviewed the final budget presented for 2021/222 financial year that had been developed by the appointed Budget Task & Finish Group. Public consultation had taken place by means of an online survey and engaging with residents at the Farmers Market and this had informed the budget setting process. A summary of the results will be published shortly.

Following discussion, it was proposed by Cllr. Bartlett, seconded by Cllr. Rumsey and **RESOLVED** to formally adopt the Budget for 2021/22. Thanks were extended to the Budget Task & Finish Group for all their hard work.

### 67/20 PRECEPT 2021/22

It was proposed by Cllr. Murdoch, seconded by Cllr. Thomas and voted by Cllrs. Rosser, Rumsey, Davies, Norman, Smith-Winnard, Parris, Preece, Bartlett, Herschy and Marsh and **RESOLVED** to request a precept of £544,536 from Herefordshire Council for 2021/22, which would result in a Band D charge of £158.02, an increase of 4.25% on last year.

### 68/20 STANDING ORDERS AND FINANCIAL REGULATIONS

Council **RESOLVED** to adopt the amended Standing Orders for 2020/21.

Council **RESOLVED** to adopt the Financial Regulations for 2020/21 without amendment.

**69/20 THE GREENWAY PROJECT & PROJECT SUGGESTIONS FOR MARKET TOWN INVESTMENT PROJECTS**

It was proposed by Cllr. Barlett, seconded by Cllr. Norman and voted **10 for** and **one abstention** and **RESOLVED** to support in principal the Greenway Project.

**70/20 ENVIRONMENTAL WORKING GROUP**

It was **RESOLVED** that the following councillors would represent the Environmental Working Group, as a result of the Climate Emergency that has been declared, on the following Committees.

Finance & General Purposes – Cllr. Marsh

Planning & Highways – Cllrs. Herschy and Parris

Environment & Services – Cllrs. Williamson and Bartlett

Communications & Events - TBC

**71/20 REPORTS**

The following reports were received;

**Leominster South Ward Report from Ward Cllr. Marsh**

The council noted the report contained in the agenda.

**Leominster North Ward Report from Ward Cllr. Stone**

The council noted the report contained in the agenda.

Cllr. Stone added that whilst the toilets were open in Central Car Park and The Grange 8am – 2pm Monday to Saturday, that all of the Herefordshire Council toilets in Leominster Bus Station were closed. This is because of an electrical fault and the contractors are waiting for a part. Broad Street toilets are open as usual.

The Head Teacher of Earl Mortimer College has provided a reassuring report on the homeworking situation and that GCSE work is still being carried out with help from laptops provided by the government.

**Leominster West Ward Report from Ward Cllr. Norman**

The council noted the following report;

Can I begin by wishing everyone a very Happy New Year! Things are beginning to look a little more positive as health and care workers and many older and more vulnerable people are getting their first coronavirus vaccination. I think we are likely to be in lockdown for some time yet as the protection takes some weeks to kick in, and most people have not yet had their second jab. However, Herefordshire has made an impressive start with very high numbers being vaccinated through efficient organisation across the county.

Things were very confused before Christmas, with Herefordshire moving from one tier to another at short notice, and it was difficult to keep up with the rules and expectations. Sadly, numbers of infections and hospital admissions went up sharply after Christmas, and the hospital is now under very severe pressure, although there has been a slight downturn in the past week. Most people are taking the care needed with staying home except for exercise and essential shopping, and distancing and wearing masks when near others. Unfortunately, there are still a selfish few persisting with socialising and putting other at risk,

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especially our health and care workers who continue with their support for those who are ill or in need of essential care.

Schools are still closed except to the children of key workers and vulnerable children. Numbers attending are quite a lot higher than during the last lockdown, because those who cannot learn on-line or do not have space for working at home are also able to attend this time. Testing in schools has started and will begin to make a difference, but schools are unlikely to be able to fully open safely until teachers and school staff are vaccinated, something I and council colleagues have been calling for. Herefordshire Council has made arrangements to cover the cost of providing free school meals (FSM) over half term and during the Easter holiday, if the government does not meet this need. There are increasing numbers of families in need as businesses close, jobs are lost and incomes reduced due to the lockdown and reduced economic activity.

Flooding has been a huge problem once again, with emergency services flat out supporting those whose homes have been flooded, roads closed, vehicles stranded and all the other problems this causes. Although the weekend snow was a lovely sight to wake up to, it will increase the problem with ground already totally saturated. The weather continues to look unsettled for some time to come.

I welcome the appointment of a new chief executive of Herefordshire Council, Paul Walker, as the current chief executive, Alistair Neill, retires. Paul will take up the post in April and bring a new perspective to the challenge of revitalising and regenerating the county following the pandemic.

A number of meetings have been held with councillors and business representatives to consider future plans for Leominster with funding from the Market Towns Investment Fund, a project to support development in Leominster and boost our local economy. Issues discussed included the need for roads improvements, better broadband, buildings refurbishment, visitor accommodation, visitor attractions, including our heritage, festivals, our landscape and countryside, walking, cycling and much more.

I end by thanking all those involved in providing support and services during these very difficult times, those providing health and care, emergency services, our town and county council staff, and all those volunteering and offering support within our communities.

Cllr. Norman reiterated Cllr. Stone's comments with regard to Earl Mortimer college and highlighted that although laptops are available for pupils, there were other issues that they face such as poor internet connections and the provision of quiet spaces to work.

### **Leominster East Ward Report from Ward Cllr. Bartlett**

The council noted the following report;

So far 2021 seems to have got off to a rocky start, but the roll out of the vaccine gives us all hope that some normality can be restored this year.

### 2021/22 Budget and Covid-19 financial pressures

The impact of covid-19 on finances has been huge for Principle Authorities up and down the country, just as it has been for the Town Council and businesses.

The County council tax base for 2021/22 has declined by 2%. This reflects an increase in excess of 25% of working age council tax reduction claimants, an increase of 1,400 households throughout the county receiving council tax discount due to the low level of income the household receives. Under current local government budgetary rules this loss of council tax income must be absorbed through budget savings elsewhere in our council budget. This is the first time anyone can remember the council tax base income has gone down over a year's budget, it is unprecedented!

In response to the national pandemic central government have awarded grants to cover expenditure e.g. Talk Community additional help, PPE to care homes, food parcels etc., however this is only expected to cover around 70% of the cost. Other costs, such as early free parking in council car parks to support the local economy has to be absorbed 'in house'. In response the council have taken the decision to raise the ring-fenced adult social care precept back up to 3% and the core council tax to 1.99%. The ring fenced adult social care precept was introduced by the Government in 2017 so that the additional costs of looking after residents a council has to meet are raised through the local precept, rather than funded by central government.

### Adult & Wellbeing Scrutiny Committee

The committee have considered the new Market Position Statement for adult social care and Learning Disabilities. This rather unassuming title refers to our strategy for working with partners over the next few years to deliver and or commission services, as well as building on the new Talk Community successes. So very much linked to the adult social care ring-fenced money and how we make it work better for all of us.

### Re thinking Governance Task and Finish

Much of my time in December was spent working on the review of our governance processes and our Constitution. The main focus has been on Scrutiny and planning and how well the current committee systems are working. Changes made in 2017 to the constitution have never been evaluated and these have also been part of our remit this month.

### Mental Health Advisory Group and Blue Monday

I continue to attend the newly formed Mental Health Advisory Group forum. The mental health transformation of services in the county continues in partnership with MIND. These services are now aligned at the local level with the NHS Primary Care Networks (PCN's) that Talk Community and Parish summits are. So everything is becoming much more joined up at the local level.

Blue Monday, the most depressing day of the year fell on January 18<sup>th</sup>. The gloomy title is due to a combination of post-Christmas blues, cold dark nights and the arrival of unpaid credit card bills. It has become an annual day in recognition that our mental health is really important, especially this year when we add lock down and covid to the mix.

### Leominster Area Neighbourhood Development Plan review

I continue to chase for news of our 'critical friend' review which has been offered by planning to help us understand what works, doesn't work, or what could work better in our

neighbourhood plan. How we respond to planning applications is vitally important if we want Herefordshire Council to listen to our requests.

### Trees Woodlands and Hedgerows all members briefing

This half day seminar set out what, when and how decisions are made about trees in towns and the countryside. Whilst it was very informative and a lot to take in, I still came away feeling that there should be more we can do to protect the trees in our town.

### Full Council

At the December council the revised Licensing Policy was adopted. I am pleased to see that the HAND Scheme has been given greater recognition and statutory footing. Under this scheme licensees work together with the police and council to reduce anti-social behaviour in the city and market towns.

The council bestowed Lady Darnley, the retiring Lord Lieutenant the title of honorary freewoman of Herefordshire. Lady Darnley was a regular visitor to and supporter of our civic and community life here in Leominster.

## **72/20 CONFIDENTIAL ITEMS**

As certain items to be discussed included 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 would 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 outweighed the public interest in disclosing the information.

### **(a) Grant Funding Ratification**

- Council noted both grant applications that had been submitted and asked for further supporting information. The applications will be reviewed at the next meeting.

### **(b) Staff Report**

- Council noted the staffing report and **RESOLVED** to accept all the recommendations contained in the report. A confidential appendix will be provided with the minutes.

### **(c) Potential Devolved Asset Acquisition**

- Council noted the three potential Devolved Assets.

### **(d) Museum Partnership Verbal Update**

- Council noted that the Museum Partnership had now come to an end. A comprehensive report detailing the three-year project is currently being completed.

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**73/20 DATE OF NEXT MEETING**

Council noted that the next Town Council Meeting would be held on Monday 29<sup>th</sup> March 2021 commencing at 19:00 hours either remotely via Zoom or at the Council

Offices, 11 Corn Square, Leominster HR6 8YP depending on social distancing regulations being relaxed by central government.

There being no other business the Mayor thanked everyone for their attendance and closed the meeting at 20:58 hours.

**MAYOR \_\_\_\_\_ DATE: \_\_\_\_\_**

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 18<sup>th</sup> January 2021 commencing at 18:00 hours remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Rosser (Chair), Williams (Vice-Chair), Herschy, Parris (18.37), Preece, Rumsey and Thomas.

**ALSO PRESENT:** Ward Councillor Norman (18.07)

**OFFICER PRESENT:** Town Clerk, Democratic Services Officer

### PH122/20 APOLOGIES FOR ABSENCE

No apologies for absence were received.

### PH123/20 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

### PH124/20 HEREFORDSHIRE COUNCIL MEMBERS

There were no Herefordshire Council members in attendance at this stage.

### PH125/20 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

### PH126/20 QUESTIONS FROM THE PUBLIC

No members of the public were present.

### PH127/20 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 14<sup>th</sup> December 2020 be agreed and will be signed as a correct record when social distancing restrictions are lifted.

### PH128/20 PLANNING

(a) **Planning applications** – It was **RESOLVED** to submit the following comments to Herefordshire Council:

**Application no & site address:** Planning Consultation – **203884** – Land adjacent to Alverstoke, Hereford Road, Wharton, Herefordshire HR6 0NY

**Description:** Proposed residential development comprising of 10 no. detached executive style houses each with a double garage. New vehicle access leading and surface water runoff collection storage and controlled infiltration waste drainage treatment and on site disposal (non mains).

**Applicant(s):** Mr Richard Tomkins

**Grid ref:** OS 350845, 255210

**Application type:** Planning Permission

**Comment:** Objection – on the grounds of access. Also concerns regarding the drainage system to be used due to highway flood risk.

**Application no & site address:** Planning Consultation - **204254** - Barons Cross Camp, Cholstrey Road, Leominster, Herefordshire

**Description:** Proposed non-material amendment to 120887/O (Proposed extension of time to Reference Numbers DCNC2005/0917/O, DCNC2007/09170/RM and DMNC100122/RM - site for the erection of a maximum of 425 new dwelling, a community centre vehicular access and associated works.) -Non-material amendment to delete Condition 5.

**Applicant(s):** Persimmon Homes East Wales

**Grid ref:** OS 347091, 258297

**Application type:** Non Material Amendment

**Comment:** Objection – the request to delete Condition 5 should not be approved. The original plan should be adhered to.

**Application no & site address:** Planning Re-consultation - **193754** - Barons Cross Camp, Cholstrey Road, Leominster, Herefordshire

**Description:** Application for Reserved Matters for the approval for the appearance, landscaping, layout and scale for 365 dwelling houses and the details reserved by conditions 3 and 7 of Outline application 120887/O.

**Applicant(s):** Persimmon Homes East Wales

**Grid ref:** OS 347091, 258352

**Application type:** Approval of Reserved Matters

**Comment:** Objection – the applicant must adhere to the recommendations and improvements agreed by the Landscaping Officer.

Cllr. Rosser invited Cllr. Norman to provide an update as Ward member. Cllr. Norman expressed concern that the proposals had not gone to the Herefordshire Council Planning Committee and recommended that this is done in order to support the best quality landscape scheme for the development. Cllr. Norman left the meeting at 18.44.

**Application no & site address:** Planning Re-consultation-**190068**- Laboratories rear of Barons Cross Lodge, Barons Cross Road, Leominster, Herefordshire HR6 8RS

**Description:** Site for the erection of three detached dwellings and garages. Demolition of single-storey laboratory building. Widening and re-alignment of existing access road and associated works.

**Applicant(s):** Mrs Jennifer Holliday

**Grid ref:** OS 348140, 258550

**Application type:** Outline

**Comment:** To request an extension to the deadline date, whilst further information is obtained, so that this may be discussed at the next Planning & Highways Committee on 8<sup>th</sup> February 2021.

**Application no & site address:** Planning Consultation - **204352** - Stag Batch House, Monkland Road, Leominster, Herefordshire, HR6 9DA

**Description:** Proposed erection of an agricultural building for general purpose use

**Applicant(s):** Mr Will Speakman  
**Grid ref:** OS 346665, 258423  
**Application type:** Planning Permission  
**Comment:** No Objection

**Application no & site address:** Planning Consultation - **202598** – Brierley Court Hop Farm, Brierley Lane, Brierley, Leominster, Herefordshire HR6 0NU

**Description:** Proposed sub-division of existing farmhouse to create two dwellings. Conversion of existing Hop warehouse and Oast House to create three apartments with external garaging, car parking and revised access.

**Applicant(s):** Mr John Davies  
**Grid ref:** OS 349551, 255966  
**Application type:** Planning Permission

**Comment:** To request an extension to the deadline date, whilst further information is obtained, so that this may be discussed at the next meeting of the Planning & Highways Committee on 8th February 2021

**Application no & site address:** Planning Consultation - **202599** – Brierley Court Hop Farm, Brierley Lane, Brierley, Leominster, Herefordshire HR6 0NU

**Description:** Proposed sub-division of existing farmhouse to create two dwellings. Conversion of existing Hop warehouse and Oast House to create three apartments with external garaging, car parking and revised access.

**Applicant(s):** Mr John Davies  
**Grid ref:** OS 349551, 255967  
**Application type:** Listed Building Consent

**Comment:** To request an extension to the deadline date, whilst further information is obtained, so that this may be discussed at the next meeting of the Planning & Highways Committee on 8th February 2021

## PH129/20 DECISIONS

The following planning decisions received from Herefordshire Council were noted. These were presented at the meeting.

### **Leominster East**

**Number:** P203124/F

**Current status:** Determination Made

**Decision:** Withdrawn

**Type:** Planning Permission

**Location:** Land of 40 and 40a Broad Street, Leominster, Herefordshire HR6 8BS

**Proposal:** Proposed demolition of a section of wall to create vehicle gate and parking area serving 40 and 40a Broad Street.

**Comment:** Objection

Leominster Town Council strongly objects to this application and wishes to echo the reasons raised by Leominster Civic Society, in particular the historic and visual importance of the Burgage wall, the importance of the area, which is highlighted in the new interpretation panels that will shortly be installed and the loss of residents parking along Arkwright Close. This will require the lifting of the TRO and will take away much needed residents parking.

**Leominster East****Number:** P202832/L**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Listed Building Consent**Location:** 32 Burgess Street, Leominster, Herefordshire HR6 8DE**Proposal:** Proposed repairs to roof.**Comment:** No Objection**Leominster East****Number:** P203304/FH**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Full Householder**Location:** Little Lasslen, Wharton, Leominster, Herefordshire HR6 0NX**Proposal:** Proposed conversion of garage into 2-bedroom annexe with single storey extension, solely ancillary to Little Lasslen.**Comment:** No Objections providing that permission states that the conversion is solely ancillary to Little Lasslen.**Leominster East****Number:** P203537/F**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Planning Permission**Location:** Bengrys Motors, Southern Avenue, Leominster, Herefordshire HR6 0QF**Proposal:** New signage to Peugeot corporate standards to include 2nr building mounted Peugeot lettering signs with lion logos, 3nr flags, 1nr. directional sign, entrance 'portique' feature and a 4m high totem sign. Works also to include painting part of the building Peugeot Blueover cladding and brickwork.**Comment:** No Comment**Leominster East****Number:** P203538/A**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Advertisement Consent**Location:** Bengrys Motors, Southern Avenue, Leominster, Herefordshire HR6 0QF**Proposal:** Proposed new signage to Peugeot corporate standards to include 2nr building mounted Peugeot lettering signs with lion logos, 3nr flags, 1nr. directional sign, entrance 'portique' feature and a 4m high totem sign.**Comment:** No Comment**Leominster East****Number:** P203241/V**Current status:** Determination Made**Decision:** Withdrawn**Type:** Certificate of Lawfulness (CLOPD)

**Location:** Hadnock House, Widgeon Hill Farm, Hamnish, Leominster Herefordshire HR6 0QN

**Proposal:** Proposed certificate of lawfulness for the replacement of existing conservatory with new sun room and new utility extension to the rear.

**Comment:** No Comment

### **Leominster East**

**Number:** P203565/F

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Planning Permission

**Location:** 13 Broad Street, Leominster, Herefordshire HR6 8BZ

**Proposal:** Application for variation of condition 2 following grant of planning permission 193213 - Proposed conversion of former bank into solicitors' office with internal works and replacement of flat roof and skylights to the rear of the building - to amend the internal layout slightly.

**Comment:** No Objection

### **Leominster East**

**Number:** P203751/L

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Listed Building Consent

**Location:** 13 Broad Street, Leominster, Herefordshire HR6 8BZ

**Proposal:** Application for variation of condition 2 following listed building consent 193214 - Proposed conversion of former bank into solicitors' office with internal works and replacement of flat roof and skylights to the rear of the building - to amend the internal layout slightly.

**Comment:** No Objection

### **Leominster East**

**Number:** P204116/PA7

**Current status:** Determination Made

**Decision:** Prior Approval Not Required

**Type:** All others - Prior Approval

**Location:** Hennor House, Hennor, Leominster, Herefordshire HR6 0QR

**Proposal:** Prior notification of agricultural development - excavation/waste material - for the restoration of an existing pond to create an attenuation area.

**Comment:** No Comment

### **Leominster South**

**Number:** P203619/O

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Outline

**Location:** Land adjoining Hengrave Green, Ivington, Leominster, Herefordshire HR6 0JL

**Proposal:** Application for variation of conditions 9 and 12 of planning permission 161189/O (Erection of 7 dwellings with associated vehicular access, parking and

landscaping). In order to allow lawful commencement of the planning permission prior to expiry on 1st Feb 2021.

**Comment:** No Objection

### **Leominster South**

**Number:** P203447/FH

**Current status:** Determination Made

**Decision:** Withdrawn

**Type:** Full Householder

**Location:** The Crabtree, Hyde Ash, Leominster, Herefordshire HR6 0JR

**Proposal:** Removal of Condition 3 of permission 172551/FH - Proposed conversion of building into ancillary living accommodation - to allow building to be separately let.

**Comment:** Objection

Leominster Town Council object to this application because they believe that it would still be contrary to the policy of the local planning authority to grant permission for a separate dwelling in this location having regard to Policy RA2 of Herefordshire Local Plan-Core Strategy and the National Planning Policy Framework.

### **Leominster South**

**Number:** P203467/FH

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Full Householder

**Location:** Glaslyn, Barons Cross Road, Leominster, Herefordshire HR6 8RS

**Proposal:** Proposed detached single storey double garage.

**Comment:** Objection

Leominster Town Council object to this application on the grounds of overdevelopment. The site has another application live to double the size of a workshop as well as this application to build a double garage and it is felt that this conflicts with the Leominster Area Neighbourhood Plan 3 To create a greener Leominster viii. Discourage the infilling of green spaces such as gardens.

### **Leominster South**

**Number:** P203928/K

**Current status:** Determination Made

**Decision:** Trees in Cons Area Works Can Proceed

**Type:** Works to Trees in a Conservation Area

**Location:** 171 Bargates, Leominster, Herefordshire HR6 8QT

**Proposal:** Proposed works to Ash Tree - Root growth causing breaking up of footway and danger/trip hazard to passing pedestrians.

**Comment:** No Objection - The work to make the footway safe has been requested for some considerable time but the work has been carried out before permission has been granted.

**PH130/20 HIGHWAYS AND PARKING MATTERS****(a) Highway and Parking Matters**

- **Green Lane Traffic Regulation Order**

The committee supported the proposal to implement additional Waiting Restrictions and Residents Parking Bays in the vicinity of Green Lane, Leominster. This specifically comprises the introduction of:

- Additional No Waiting at Any Time (Double Yellow Line) Restrictions on Green Lane and its junctions with Townsend Court, Townsend Close and The Meadows
- Limited Waiting Parking Bays on Green Lane
- Residents Parking Bays for eligible properties on Thomas Court, Green Lane and Townsend Court.

**PH131/20 LICENCING MATTERS**

Committee noted that no licencing applications had been received.

**PH132/20 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 8<sup>th</sup> February 2021 commencing at **18:00 hours** either remotely via Zoom or in the Council Offices, 11 Corn Square, Leominster, HR6 8YP depending on the lifting of social distancing restrictions by central government.

There being no other business the meeting closed at 19.25 hours.

**CHAIR:**

**DATE:**

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 8th February 2021 commencing at 18:00 hours remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Williams (Vice-Chair), Herschy, Parris, Rumsey and Thomas.

Councillors Rosser (Chair) and Preece were unable to join the meeting due to technical issues and the meeting commenced at 18.08.

**ALSO PRESENT:** One member of the public

**OFFICERS PRESENT:** Town Clerk, Democratic Services Officer

### **PH133/20 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### **PH134/20 DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

### **PH135/20 HEREFORDSHIRE COUNCIL MEMBERS**

There were no Herefordshire Council members in attendance.

### **PH136/20 REQUESTS FOR DISPENSATIONS**

No requests for dispensation had been received.

### **PH137/20 QUESTIONS FROM THE PUBLIC**

One member of the public was present. The following concerns were raised regarding planning applications P202598 and 202599:

- The applications are intrinsically linked with planning application P160811 where an integral condition for planning permission was the introduction of traffic calming measures and a reduction in the speed limit to 30mph on the road created in that development. This TRO has yet to be completed;
- The development would mean an increase to 10 vehicles using the site;
- The current development has created access issues in the village due to construction traffic;
- An area was identified in the Neighbourhood Development Plan 2017 that can't be built on;
- There was no information as to how the apartments would access water;
- The proposals in the plans for the treatment of sewage is incorrect. The sewage will flow into a septic tank used by other properties and the concern was whether this would be large enough.

## PH138/20 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 18<sup>th</sup> January 2021 be agreed and will be signed as a correct record when social distancing restrictions are lifted.

## PH139/20 PLANNING

(b) **Planning applications** – It was **RESOLVED** to submit the following comments to Herefordshire Council:

**Application no & site address:** Planning Consultation – **202598** – Brierley Court Hop Farm, Brierley Lane, Brierley, Leominster, Herefordshire HR6 0NU

**Description:** Proposed sub-division of existing farmhouse to create two dwellings. Conversion of existing Hop warehouse and Oast House to create three apartments with external garaging, car parking and revised access.

**Applicant(s):** Mr John Davies

**Grid ref:** OS 349551, 255966

**Application type:** Planning Permission

**Comment:** No objection provided that the sewer can accommodate the extra capacity.

**Application no & site address:** Planning Consultation – **202599** – Brierley Court Hop Farm, Brierley Lane, Brierley, Leominster, Herefordshire HR6 0NU

**Description:** Proposed sub-division of existing farmhouse to create two dwellings. Conversion of existing Hop warehouse and Oast House to create three apartments with external garaging, car parking and revised access.

**Applicant(s):** Mr John Davies

**Grid ref:** OS 349552, 255967

**Application type:** Listed Building Consent

**Comment:** No objection subject to satisfying listed building regulations.

**Application no & site address:** Planning Consultation - **204491** – 17 West Street, Leominster, Herefordshire HR6 8EP

**Description:** Proposed change of use from office to health consulting rooms with reception, office and training space. Proposed signage.

**Applicant(s):** Ms Joanna Bruce

**Grid ref:** OS 349560, 258971

**Application type:** Planning Permission

**Comment:** No objection

**Application no & site address:** Planning Consultation - **204492** – 17 West Street, Leominster, Herefordshire HR6 8EP

**Description:** Proposed signage.

**Applicant(s):** Ms Joanna Bruce

**Grid ref:** OS 349560, 258971

**Application type:** Advertisement Consent

**Comment:** No objection

**Application no & site address:** Planning Consultation - **202416** – 22 Westgate, Leominster, Herefordshire HR6 8SA

**Description:** Proposed side and rear extensions.

**Applicant(s):** Mr Terry Manuel

**Grid ref:** OS 347915, 258717

**Application type:** Full Householder

**Comment:** No objection

**Application no & site address:** Planning Consultation - **203243** – 58a Bridge Street, Leominster, Herefordshire HR6 8DZ

**Description:** Proposed construction of a detached annexe forming accommodation ancillary to the main dwelling.

**Applicant(s):** Mr & Mrs Warren

**Grid ref:** OS 349503, 259586

**Application type:** Full Householder

**Comment:** Objection because it conflicts with the Neighbourhood Development Plan (building on garden land) and concerns about access.

**Application no & site address:** Planning Re-Consultation - **203532** – Orchard Bungalow, Ivington Road, Newtown, Leominster, Herefordshire HR6 8QD

**Description:** Proposed demolition of existing property and garage and erection of replacement property.

**Applicant(s):** Mr Henry Calhoun

**Grid ref:** OS 347824, 257618

**Application type:** Planning Permission

**Comment:** No objection but would encourage the use of permeable paving for the driveway.

**Application no & site address:** Planning Consultation - **204479** – Detached Annexe building at The Crabtree, Hyde Ash, Ivington, Leominster, Herefordshire HR6 0JR

**Description:** Proposed change of use of detached annexe building to dwelling.

**Applicant(s):** Mr L Price

**Grid ref:** OS 345452, 255598

**Application type:** Planning Permission

**Comment:** No objection subject to the property not being sold as a separate dwelling.

**Application no & site address:** Planning Consultation - **210073** – Westfield School, Ryelands Road, Leominster, Herefordshire HR6 8NZ

**Description:** Replacement of vacant building with new Hydropool and separate social / meeting room associated with Westfield School.

**Applicant(s):** Nicki Gilbert

**Grid ref:** OS 349346, 258893

**Application type:** Planning Permission

**Comment:** No objection

## MINUTES

**Application no & site address:** Planning Consultation - **204120** - Low Moor, Elm Close, Leominster, Herefordshire HR6 8JX

**Description:** Proposed erection of a double garage.

**Applicant(s):** Mr Colin Bradford

**Grid ref:** OS 349503, 258128

**Application type:** Full Householder

**Comment:** No objection

### PH140/20 DECISIONS

The following planning decisions received from Herefordshire Council were noted. These were presented at the meeting.

#### **Leominster East**

**Number:** P203604/F

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Planning Permission

**Location:** Area 11, Light Industrial Building, Leominster Enterprise Park, Enterprise Way, Leominster, Herefordshire

**Proposal:** Extensions to existing building

**Comment:** No Objection

#### **Leominster East**

**Number:** P203586/L

**Current status:** Determination Made

**Decision:** Approved with Conditions

**Type:** Listed Building Consent

**Location:** Flat 2, 14 Church Street, Leominster, Herefordshire HR6 8NQ

**Proposal:** Improvements to mechanical ventilation to alleviate condensation and dampness. Replacement of one timber bay window. External repairs. Internal repairs to plastered walls affected by dampness.

**Comment:** No Objection

#### **Leominster East**

**Number:** P204238/V

**Current status:** Determination Made

**Decision:** Approved

**Type:** Certificate of Lawfulness (CLOPD)

**Location:** Leominster Enterprise Park, Units C3 To C5, Enterprise Way, Leominster, Herefordshire

**Proposal:** Certificate of lawfulness for proposed use as retail and cafe/restaurant E(a) and E(b).

**Comment:** No Comment

#### **Leominster East**

**Number:** P204424/PA7

**Current status:** Determination Made

**Decision:** Withdrawn

**Type:** All others - Prior Approval

**Location:** Farm buildings adjacent to A49 Stoke Prior HR6 0QJ

**Proposal:** Application for prior notification for a steel portal frame agricultural building.

**Comment:** No Comment

**Leominster West**

**Number:** P204191/K

**Current status:** Determination Made

**Decision:** Trees in Cons Area Works Can Proceed

**Type:** Works to Trees in a Conservation Area

**Location:** St Ethelbert Roman Catholic Church, Bargates, Leominster, Herefordshire HR6 8QS

**Proposal:** Proposed works to T1 - Mature Lawson Cypress. Root System causing raising and cracking of tarmac drive. Cracking moving towards Church porch foundations. Tree too close to the property next door - 86, Bargates - Church House - Causing excessive shading.

**Comment:** Support the application

**Leominster West**

**Number:** P203646/FH

**Current status:** Determination Made

**Decision:** Refused

**Type:** Full Householder

**Location:** 2 Eureka Villas, Barons Cross Road, Leominster, Herefordshire HR6 8RP

**Proposal:** Proposed two storey side and rear extension.

**Comment:** No Objection

**PH141/20 HIGHWAYS AND PARKING MATTERS**

**(b) Highway and Parking Matters**

- It was noted that there are a significant number of potholes along The Bargates and Barons Cross Road and also in other areas around Leominster. The clerk has received complaints from residents about the roads and will write to Balfour Beatty regarding the condition of the A44 in particular and the dangers it poses;
- It was noted that, following works carried out on Broad Street by Welsh Water, drains are blocked and the entrance to Arkwright Close is covered in water;
- The committee raised concerns regarding the condition of the bridge on Bridge Street. The clerk will confirm with Balfour Beatty that they check the structural condition of the bridge;

- Passa Lane – The clerk advised that an email had been received from a resident regarding the condition of the lane and that it is being used as an unofficial bypass. The committee **RESOLVED** that the clerk should investigate the installation of Unsuitable for Large Vehicles signage on the ends of the lane and the clerk will initially approach the Ward Councillor to seek their support;
- It was reported that residents of a house at Cobnash had been unable to use their water supply as a result of drainage work performed by Balfour Beatty to the road outside their property. The clerk has contacted Balfour Beatty and the problem will be rectified as soon as possible.

#### **(c) Leominster Primary School Crossing Patrol**

Committee noted that, following support from Leominster Town Council to

continue with recruitment for this post, the post is now being advertised on Hoople and the Town Council website.

#### **(d) Heritage Action Zone Public Realm Project**

The clerk provided the following update to the committee:

- A meeting has been held regarding planning and infrastructure;
- The HSHAZ Project Manager has been appointed;
- A further appointment of a Highways Project Manager is due to be made;
- Work to Corn Square and the wider public realm is estimated to be one year;
- Funding is a year behind plans due to COVID-19 but project timelines remain the same;
- Further information regarding the project will be sent out as it is received.

#### **PH142/20 LICENCING MATTERS**

Committee noted that no licencing applications had been received.

#### **PH143/20 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 1<sup>st</sup> March 2021 commencing at **18:00 hours** either remotely via Zoom or in the Council Offices, 11 Corn Square, Leominster, HR6 8YP depending on the lifting of social distancing restrictions by central government.

There being no other business the meeting closed at 19.38 hours.

**CHAIR:**

**DATE:**

# LEOMINSTER TOWN COUNCIL

## PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 1<sup>st</sup> March 2021 commencing at 18:00 hours remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Rosser (Chair), Williams (Vice-Chair) (18:18), Herschy, Parris, Preece, Rumsey and Thomas.

**ALSO PRESENT:** Ward Councillor Bartlett

**OFFICERS PRESENT:** Town Clerk, Democratic Services Officer

### PH144/20 APOLOGIES FOR ABSENCE

No apologies for absence were received.

### PH145/20 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

### PH146/20 HEREFORDSHIRE COUNCIL MEMBERS

A Herefordshire Council member was in attendance in an advisory role and not involved in any decision making.

### PH147/20 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

### PH148/20 QUESTIONS FROM THE PUBLIC

No members of the public were present.

### PH149/20 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 8<sup>th</sup> February 2021 be agreed and will be signed as a correct record when social distancing restrictions are lifted.

### PH150/20 PLANNING

(c) **Planning applications** – It was **RESOLVED** to submit the following comments to Herefordshire Council:

**Application no & site address:** Planning Consultation – **210319** – Jazz Hair Studio, The Old School, Burgess Street, Leominster Herefordshire HR6 8DE

**Description:** Works to the building to facilitate the creation of a flat on the first floor. Works include Creation of an internal glazed entrance lobby, Creation of a new fireproof partition wall, Removal of existing C20 stud walls, and Reinstatement and raising of former sash window on east elevation.

**Applicant(s):** Mrs C Williams

**Grid ref:** OS 349481, 259087

**Application type:** Listed Building Consent

**Comment:** No Objection subject to fire regulations and consideration being given to the storage of waste.

**Application no & site address:** Planning Consultation – **210196** – 17 Radnor View, Leominster Herefordshire HR6 8TF

**Description:** Proposed single storey extension to front and single and two storey extension to side.

**Applicant(s):** Mr Oliver Summers

**Grid ref:** OS 348826, 259241

**Application type:** Full Householder

**Comment:** No Objection

- (d) **5 Year Housing Land Supply Addendum** – Committee considered the 5 Year Plan and requested more information. Cllr Bartlett advised that she would provide slides for circulation.
- (e) **Planning & Highways Committee representative** – Following discussion it was **RESOLVED** to appoint Cllr Thomas as the representative to speak regarding applications, at Herefordshire Council Planning meetings, with Cllr Williams as standby.
- (f) **Section 106** – Following discussion it was agreed that a new Health Centre be prioritised for future S106 spending. The clerk will enquire with the S106 officer regarding the reallocation of existing S106 funds.

Cllr Bartlett left the meeting at 18:49

## PH151/20 DECISIONS

The following planning decisions received from Herefordshire Council were noted. These were presented at the meeting.

### **Leominster East**

**Number:** P203819/F

**Current status:** Determination Made

**Decision:** Refused

**Type:** Planning Permission

**Location:** Brierley Court Hop Farm, Brierley, Leominster, Herefordshire HR6 0NU

**Proposal:** Application for removal of condition 10 of planning permission 132322/F (Proposed construction of water storage reservoirs). To allow excavated material to be removed from the site for use elsewhere.

**Comment:** Objection - Lack of information provided regarding timeframes, access onto a 7.5t limit road and traffic generation.

**Leominster South****Number:** P204442/PA1**Current status:** Determination Made**Decision:** Prior Approval Given**Type:** Home Notification - Prior Approval**Location:** Hadnock House, Widgeon Hill Farm, Hamnish, Leominster, Herefordshire HR6 0QN**Proposal:** Proposed single storey extension which will extend beyond the rear wall of the dwelling house by 3.9 metres. The maximum height of the enlarged part of the dwelling house is 2.4 metres and the height of the eaves of the enlarged part of the dwelling house is 4.0 metres.**Comment:** No comment**Leominster South****Number:** P203884/F**Current status:** Determination Made**Decision:** Refused**Type:** Planning Permission**Location:** Land adjacent to Alverstoke, Hereford Road, Wharton, Herefordshire HR6 0NY**Proposal:** Proposed residential development comprising of 10 no. detached executive style houses each with a double garage. New vehicle access leading and surface water runoff collection storage and controlled infiltration waste drainage treatment and on site disposal (non mains).**Comment:** Objection – on the grounds of access. Also concerns regarding the drainage system to be used due to highway flood risk.**PH152/20 HIGHWAYS AND PARKING MATTERS****(c) Highway and Parking Matters**

- It was noted that there are still a significant number of potholes around Leominster. It was **RESOLVED** that Cllr Thomas will write to the Chairman of Hereford County Council regarding the condition of the roads in Leominster;
- It was reported that one of the two posts that had been installed outside the Hop Pole, to prevent parking, had been removed and was causing issues;
- The issue of parking outside Aladdin's General Stores, on the zig zag of the zebra crossing, was raised and will be reported to the police;
- It was reported that Bridge Street Car Park are introducing Pay machines and concerns have been raised regarding whether people using the car park will be required to pay whilst attending Covid-19 vaccination appointments. The clerk will raise the matter with HALO Leisure;
- **Green Lane Traffic Regulation Order** – Committee noted the Formal Consultation (Notice of Proposal) stage of the TRO scheme.

**(d) River Lugg funding - Committee noted the introduction of the funding.**

- (e) **Proposed Public Path Diversion Order Footpath ZC85 and ZC86**  
Committee considered the Diversion Orders and it was **RESOLVED** that the proposals be accepted.

**PH153/20 LICENCING MATTERS**

Committee noted that no licencing applications had been received.

**PH154/20 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 22nd March 2021 commencing at **18:00 hours** either remotely via Zoom or in the Council Offices, 11 Corn Square, Leominster, HR6 8YP depending on the lifting of social distancing restrictions by central government.

There being no other business the meeting closed at 19.21 hours.

**CHAIR:**

**DATE:**

# LEOMINSTER TOWN COUNCIL

## COMMUNICATIONS & EVENTS COMMITTEE

Minutes of the Communications & Events Committee meeting held on Tuesday 16<sup>th</sup> March 2021 commencing at 11:30am remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Rumsey (Chair), Murdoch (Vice-Chair), Smith-Winnard (11:37), Sutcliffe and Thomas.

**OFFICERS PRESENT:** Town Clerk, Market Officer, TIC Manager, Democratic Services Officer, Projects & Grants Officer.

**CE51/20 APOLOGIES FOR ABSENCE**

An apology was received from Cllr. Smith-Winnard in advance of the meeting as she had a prior appointment that could over run.

**CE52/20 DECLARATIONS OF INTEREST**

Cllr. Smith-Winnard – Leominster in Bloom  
Cllr. Sutcliffe – Farmer's Market

**CE53/20 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**CE54/20 QUESTIONS FROM THE PUBLIC**

There were no members of the public present. No issues were raised.

**CE55/20 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Communications and Events Committee meeting held on Tuesday 12<sup>th</sup> January 2021 be agreed and signed as a correct record when the social distancing restrictions are lifted by central government.

**CE56/20 CLERK'S REPORT**

The Clerk reported that she had received a communication from Herefordshire Council Markets and Fairs Department regarding the May Fair 2021 in Leominster.

**CE57/20 MARKET OFFICER'S REPORT**

The Market Officer presented a report updating Committee on the Leominster markets. Following discussion, it was **RESOLVED**

- To note the report;
- To note that the Farmers Market on 13<sup>th</sup> March 2021 was well attended and trading was good.
- To note that the Market Manager was looking to recruit more community volunteers to help organise the Victorian Street Market.
- To note that a review of the layout of the market will be undertaken later in the year. Market traders will take the lead on any decisions made in respect of the layout.

**CE58/20 TOURIST INFORMATION CENTRE**

The Centre report was presented by the TIC Manager, Mrs Gill Ding. Following discussion, it was **RESOLVED**:

- To note the report;
- To note that bookings had begun to be received for the Servant's Quarters when the restrictions begin to be lifted from 12<sup>th</sup> April 2021.
- To note that volunteers would not return to the Tourist Information Centre when it re-opens on 12<sup>th</sup> April but will return later in the year when safe to do so.
- To note that the Leominster Food Fayre would go ahead.
- To note that a new line of recycled handbags will be stocked in the Tourist Information Centre.
- To note that local venue, Burton Court, will be putting on performances of plays in the garden.
- To note that rehearsal aerial displays, in respect of the Our Man In The Moon event, will take place in the Secret Garden. The main display will take place in the Grange as part of the Leominster Festival.

The Market Manager and Tourist Information Manager left the meeting at 11:58 hours.

**CE59/20 COMMUNICATIONS & EVENTS UPDATE REPORT**

Committee considered the update report from the Town Clerk and, following discussion, **RESOLVED**:

- To note the report;
- To set the date for the Annual Town Meeting for 7:30pm on 19<sup>th</sup> April 2021;
- To note that a Mayor Making Event would not be possible in The Priory because of restrictions. An event could be organised for later in the year subject to social distancing regulations being relaxed;
- To set the date for the Annual Town Council meeting at 7:00pm on 24<sup>th</sup> May 2021;
- To put an order for further road closures together for events from June onwards when more information has been received from event organisers and risk assessments have been completed.
- That, following discussion with Herefordshire Council, the May Fair dates will be put back until later in the year when social distancing measures are relaxed. The Town Council would be happy to support the opening as a Civic event as usual.

The Projects & Grants Officer gave the following verbal update;

Signage Project

- There are only two final signs to be installed – A finger post at Leominster Priory and an interpretation board at the Railway Station.
- The project will be promoted via the town council website and an audio version of each sign will be produced.
- The Projects & Grants Officer would like to acknowledge the volunteers that made the signage project possible.

HSHAZ Cultural Consortium

- The initial feedback from the Cultural Consortium bid has been very good and it is hoped that an offer will be received in the next week.
- A full report will be presented at the Full council meeting on 29<sup>th</sup> March 2021.

It was proposed by Cllr.Thomas, seconded by Cllr. Rumsey and unanimously **RESOLVED** to formally thank the Projects and Grants Officer, on behalf of the residents of Leominster, for her work on the Signage Project and HSHAZ Cultural Consortium.

**CE 60/20 DATE OF NEXT MEETING**

Committee noted that the next Communication and Events meeting would be held on Tuesday 11<sup>th</sup> May 2021 at 11:30am either remotely via Zoom or in the Council Chamber, 11 Corn Square, Leominster HR6 8YP depending on the social distancing restrictions being lifted by central government.

There being no other business, the Chair thanked members for their attendance and closed the meeting at 12:27 hours.

**CHAIR:**

**DATE:**

# LEOMINSTER TOWN COUNCIL

## FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held on Monday 22<sup>nd</sup> February 2021 commencing at 19:00 hours remotely via 'Zoom'.

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**MEMBERS PRESENT:** Councillors Murdoch (Chair), Bartlett (20:10), Davies, Marsh, Norman, Rumsey, Sutcliffe, Thomas and Williams.

**OFFICERS PRESENT:** Town Clerk and Democratic Services Officer.

**FG46/20 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. Bartlett as she had another meeting. Cllr. Bartlett was able to attend from 20:10.

**FG47/20 DECLARATIONS OF INTEREST**

Cllr. Norman – Leominster in Bloom and Walkers are Welcome (Spouse)  
Cllr. Murdoch – Member of Walkers are Welcome

**FG48/20 REQUESTS FOR DISPENSATIONS**

There had been no requests for dispensations received.

**FG49/20 QUESTIONS FROM THE PUBLIC**

No members of the public were present. No matters were raised.

**FG50/20 MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 14<sup>th</sup> December 2020 be agreed and signed as a correct record when social distancing restrictions are lifted.

**FG51/20 CLERK'S REPORT**

Committee noted the following items:

- The clerk has requested further information in respect of the Kickstart Scheme regarding the potential employment of 2 trainees;
- The clerk has made a number of savings in respect of unused email addresses, an unused mapping system and insurance that is covered under an existing policy;
- The clerk and Financial assistant will be carrying out a rent review over the next 3 months;
- Following a meeting with the Environment Agency, the Agency has agreed to undertake tree planting in various parts of the Town and will consider replacing dead trees along Pinsley Mead. The Agency will also install bird and bat boxes in open spaces;
- The clerk has received an estimate of approximately £5500 to provide CCTV in Central Car Park. The clerk will provide further information at the Full Council meeting on 29<sup>th</sup> March 2021.

- An update was provided in respect of the charities J&P McCaull and E Stanley Holland;
- The clerk advised that she would take part in licensing training as soon as possible.

## FG52/20 FINANCIAL AND COMMITTEE MATTERS

### (a) Income and Expenditure Report

- Committee noted the report up to the end of January 2021 and the additional budget notes.

### (b) Accounts Paid and Outstanding Accounts for Payment

- Following consideration of the accounts paid and outstanding accounts for payment, Committee **RESOLVED** to ratify the payments relating to January and the first half of February 2021.

### (c) Committee Report – Committee considered the Committee Update Report and, following discussion, **RESOLVED**:

- To note the report;
- To check with the Grants and Support Officer regarding the placement of signage around Grange Court;
- To ratify payments to HALC/NALC for 2021/22 subscriptions and to Leominster in Bloom to plant a bee hive planter in Corn Square;
- To chase up further information requested in respect of proposed electrical works to 11 Corn Square and to obtain a comparison quote;
- To readvertise for the post of Environmental Services Supervisor.

### (d) Budget Consultation Report 2021/22

- Committee noted the report and the clerk advised that it would be summarised for publication in Leominster News.

## FG53/20 CONFIDENTIAL ITEMS

As certain items were expected to include the consideration of exempt information and the Finance & General Purposes Committee **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) Grants – Following consideration of the grant applications and the report on Youth funding, the Committee **RESOLVED**:

- To allocate a grant of £100 from the General Grant budget to Walkers are Welcome in Leominster to pay the annual subscription as part of the National Network.
- To allocate a grant of £3500 from the Youth Budget to New Leaf Sustainable Development Ltd to commission a team of artists to work with young artists to

create and manage Street Level, an exhibition and support network for creative young people in Leominster aged 14-24 from April 2021 – March 2022.

- To allocate a grant of £3000 to No Wrong Door (part of HVOSS) to fund youth support services and outreach work with students from Earl Mortimer College;
- To request information from the recipients of grants awarded in the last financial year and to request a return of any unspent funds;
- To appoint a Task & Finish Group of Cllrs. Bartlett, Marsh & Murdoch to review the Grant Application Form with the Projects and Grants Officer. The review of the form will include a request for information from the recipients of grants that have been awarded and will include a clause for the return of any unspent funds.

- (b) **CAB Report** – Committee noted the reports and identified that there was an issue when people initially claimed. It was **RESOLVED** to contact that the DWP to ask what the issue was and whether it had been resolved.

#### **FG54/20 DATE OF NEXT MEETING**

Committee noted that the next meeting of the Finance & General Purposes Committee would be held on Monday 26<sup>th</sup> April 2021 at 19:00 which, subject to social distancing restrictions, would either be held remotely via Zoom or at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

There being no other business the meeting closed at 20:50 hours.

**CHAIR:**

**DATE:**

# LEOMINSTER TOWN COUNCIL

## ENVIRONMENT AND SERVICES COMMITTEE

Minutes of the Environment & Services Committee meeting held on Monday 15<sup>th</sup> March 2021 19.00 hours remotely via Zoom.

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**MEMBERS PRESENT:** Councillors Herschy (Chair), Smith-Winnard (Vice-Chair), Bartlett, Davies, Murdoch, Norman, Rumsey, Sutcliffe (19:10), Thomas and Williamson (19:24).

**OFFICERS PRESENT:** Town Clerk, Democratic Services Officer

**ES49/20 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. Parris (Illness)

**ES50/20 DECLARATIONS OF INTEREST**

Cllr. Herschy -LARC

Cllr. Murdoch -Allotments

Cllr. Sutcliffe - LARC

Cllr. Smith-Winnard – Leominster in Bloom

Cllr. Norman – LARC/ Leominster-in-Bloom

**ES51/20 REQUESTS FOR DISPENSATIONS**

There had been no requests for dispensations received.

**ES52/20 QUESTIONS FROM THE PUBLIC**

There were no members of the public present. No issues were raised.

**ES53/20 MINUTES OF PREVIOUS MEETING**

Cllr. Bartlett requested an update on the installation of the gate at ZC20 near Orchard Lane. The clerk will check to see if the installation has been completed

It was **RESOLVED** that the minutes of the Environment & Services Committee meeting held on Monday 11<sup>th</sup> January 2021 be agreed and signed as a correct record as soon as the social distancing guidelines are relaxed further and normal meetings resume at 11 Corn Square.

**ES54/20 CLERK'S REPORT**

- **Binit Business Cardboard Recycling** – The cardboard from the bins has been recycled and the clerk is checking when the Town Council will get a return on this.
- Herefordshire Council intend to extend the Public Spaces Protection Order for another 3 years. This will cover areas such as cemeteries, play areas and open spaces. Herefordshire Council have requested feedback from the Town Council as to whether they would agree to an extension. The clerk will find out what areas they are proposing and will request an extension to provide feedback.
- Countryside verges – Balfour Beatty have requested a list of verges that will only require one cut by 9<sup>th</sup> April.

A letter has been received from ECHO regarding the condition of Aïda's Accessible Amble. The path is very muddy which is making it very difficult for wheelchair users. The clerk will send a representative from the Maintenance team to review the area

**ES55/20 COMMITTEE UPDATE REPORT**

Committee considered the update report and following discussion they

**RESOLVED:**

- To note the report.
- To support, in general, the proposed footpath diversions (ZC85 and ZC86), although concerns were raised as to why the route marked B-C (ZC85) needs to be changed.
- To sign the Lengthsman Drainage Scheme contract for 2021/22.
- To inform the Environment Agency that all the works listed can go ahead.
- To write to the Leominster Town Council Parish Footpath Officer, Dennis Downey, to thank him for their service, as they are leaving the role after 8 years of service.
- That Cllr. Herschy would become the Leominster Town Council Parish Footpath Officer and that the clerk would provide further guidance and arrange for an authorisation letter from Balfour Beatty.
- To request a presentation, at a Full Council meeting, from the Slow Ways Project officer.
- To note the verbal update from Cllr. Williamson in respect of the Environmental Working Group:
  - The group met on 12<sup>th</sup> January 2021 and 23<sup>rd</sup> February 2021 and agreed to focus initially on the Council's assets;
  - The group are investigating the availability of Town Council Officer time to support them;
  - The group intends to record achievements in respect of outside spaces and assets;
  - A dedicated page will be set up on the new Town Council website;
  - A meeting has been held with Beth Lewis regarding Natural Flood Management;
  - The group will feedback at every Full Council meeting.
- To request support from Leominster in Bloom for the planting of wildflower plugs.

**ES56/20 CONFIDENTIAL ITEMS**

Committee noted that there were no confidential items to consider.

**ES57/20 DATE OF NEXT MEETING**

Committee noted that the next meeting would be held on Monday 10<sup>th</sup> May 2021 at 19:00hrs either remotely via Zoom or in the Council Chamber, 11 Corn Square, Leominster HR6 8YP depending on the lifting of social distancing restrictions by central government.

**MINUTES**

There being no other business, the Chair thanked members for their attendance and closed the meeting at 20.31 hours.

**CHAIR:**

**DATE:**

# LEOMINSTER TOWN COUNCIL

## PERSONNEL SUB-COMMITTEE

Minutes of the Personnel Sub-Committee meeting held on Monday 18<sup>th</sup> January 2021 commencing at 11:00 hours via Zoom.

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**MEMBERS PRESENT:** Councillors Thomas (Mayor), Murdoch (Chair F&GP), Herschy (Chair E&S) and Rumsey (Chair C&E).

Due to technical issues the meeting commenced at 11.14am.

**OFFICERS PRESENT:** Town Clerk

**PC23/20 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Rosser (work commitment).

**PC24/20 DECLARATIONS OF INTEREST**

No declarations of interest were received.

**PC25/20 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**PC26/20 QUESTIONS FROM THE PUBLIC**

There were no members of the public present.

**PC27/20 MINUTES OF PREVIOUS MEETING**

The minutes of the Personnel Sub-Committee meeting held on 7<sup>th</sup> December 2020 were agreed and will be signed as a correct record when social distancing restrictions are lifted.

**PC28/20 CONFIDENTIAL ITEMS**

As certain items were expected to include the consideration of exempt information and Personnel Sub-Committee **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) Staff Update** – The clerk gave the Sub-Committee a verbal update of staff activities during the third national lockdown.

- Office staff are currently working from home where possible.
- Tourist Information Centre Staff are working from home. One member of staff is working to populate the new website ready for launch in February 2021.
- The Environmental Team are carrying out Winter maintenance tasks, street cleaning and inspection and cleaning of our open spaces and playgrounds.
- The Foreman is working on capital projects including signage installation.

- The Housekeeper is enabling the public toilets to remain open with help from a member of the Environmental Team. Enhanced cleaning is also taking place in 11 Corn Square to ensure that the staff and tenants are safe.
- The Friday market remains open with essential goods on sale only.

The Clerk gave a verbal update to the sub-committee.

**(b) Staffing & Recruitment Matters**

The sub-committee noted the update.

A confidential appendix is attached to these minutes.

**Revised Job Descriptions**

As part of the appraisal process the job description was discussed with each member of staff to ensure that it was an accurate reflection of the role. These have now been updated. The job description for the Environmental Services Supervisor was adjusted to ensure that the role going forward was more customer focussed.

**Museum Partnership Update**

The Town Council and museum partnership has drawn to a close earlier than originally anticipated. A report is being written as a final handover and evaluation of the three-year project and this will be circulated to the museum trustees and the town council once completed.

**Staff Appraisals**

Staff appraisals have been carried out by the Town Clerk and the Tourist Information Manager. The remaining appraisals will be completed by the Projects & Grants Officer. A date will be set for the next staff appraisals in 6 months time. The town clerk's appraisal will follow this meeting.

**PC29/20 DATE OF NEXT MEETING**

The next meeting will be held via Zoom or, depending on social distancing regulations being lifted, in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

There being no other business, the meeting closed at 12:05 hours.

**CHAIR:**

**DATE:**

# LEOMINSTER TOWN COUNCIL

## PERSONNEL SUB-COMMITTEE

Minutes of the Personnel Sub-Committee meeting held on Friday 5<sup>th</sup> March 2021 commencing at 11:00 hours via Zoom.

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**MEMBERS PRESENT:** Councillors Thomas (Mayor), Murdoch (Chair F&GP), Herschy (Chair E&S) and Rumsey (Chair C&E).

**OFFICERS PRESENT:** Town Clerk

**PC30/20 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Rosser (Chair P&H) via email.

**PC31/20 DECLARATIONS OF INTEREST**

No declarations of interest were received.

**PC32/20 REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

**PC33/20 QUESTIONS FROM THE PUBLIC**

There were no members of the public present.

**PC34/20 MINUTES OF PREVIOUS MEETING**

The minutes of the Personnel Sub-Committee meeting held on 18<sup>th</sup> January 2021 were agreed and will be signed as a correct record when social distancing restrictions are lifted.

**PC35/20 CONFIDENTIAL ITEMS**

As certain items were expected to include the consideration of exempt information and Personnel Sub-Committee **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.

The verbal staffing report was noted. A confidential appendix is attached to these minutes.

**Recruitment** – Following an extremely low response to the job advert, the Environmental Services Supervisor Role has been re-advertised with a closing date of midnight on 28<sup>th</sup> March 2021.

Following discussion, it was proposed by Cllr. Thomas, seconded by Cllr. Rumsey and unanimously **RESOLVED** to sign the Kickstart agreement to recruit two trainees, one in the Grounds Team and one for Project Management experience. This will be discussed further at Full Council.

**Update on investigation** – The clerk updated council and it was recommended that no further action would be taken.

**Annual Leave** – The clerk and several members of staff would like to roll over more than 5 days' annual leave into the next financial year. It was **RESOLVED** that, as 2020/21 was exceptional, this would be acceptable.

**Clerk's Appraisal** – This was carried out after the last Personnel Sub-Committee meeting by Cllr. Murdoch and Cllr. Rumsey. It was proposed by Cllr. Thomas, seconded by Cllr. Murdoch and unanimously **RESOLVED** to formally thank the clerk for ensuring that the council and its staff continued to be active and productive to support residents through very difficult circumstances over the past year.

**PC36/20 DATE OF NEXT MEETING**

The next meeting will be held via Zoom or, depending on social distancing regulations being lifted, in the Council Offices, 11 Corn Square, Leominster, HR6 8YP.

There being no other business, the meeting closed at 11:29 hours.

**CHAIR:**

**DATE:**

Leominster South Ward report, 22 March 2021

Parish and town councils play such an important role! Entrusted with doing their best for their community with the modest resources available through the council tax precept. I was pleased to speak about Leominster as an excellent example of an engaged town council in the Herefordshire Council budget debate. Our councillors do an excellent job for the town and put in a great deal of their own unpaid time, skills and effort for the community good. Using the precept, the parish council, ably guided by our Clerk, are able to provide services for Leominster that no-one could manage alone. And I am particularly grateful for town and parish councils as Herefordshire Council now has to make the deepest budget cuts in 10 years, due to loss of income during the pandemic and also extra costs associated with it. Government has covered about 70% of the costs - but that has still left a major shortfall. That is why there has had to be a council tax increase.

Covid cases in the county are now (23 March) low at 30 per 100,000 and the vaccine rollout is going well. However it's likely there will be more cases with the schools now back in operation and other relaxations on the horizon, if things go as hoped. I was pleased to hear recently from Leominster Primary School how well parents and children are co-operating with the rigorous systems in place to keep everyone safe. Case rates are low, which is a considerable achievement for such a large school. Thanks to all the staff for their extra efforts and to children and parents for the care they are taking to keep everyone well. I'm reassured that our track and trace system is being operated by Herefordshire Council staff, using their local knowledge. We all hope there will be more chance to get out and about this summer. The new Visit Herefordshire website is now live, which we hope will attract more visitors to our lovely county.

Market towns provide vital services to their surrounding villages and it is vital that Leominster remains an important destination for surrounding villages and countryside. The strong partnership between Leominster Town Council and Leominster in Bloom continues to boost the town's attractiveness, as well as involving many groups. Leominster's new Heritage Action Zone officer has now started work and an economic development plan for the town is also being drawn up. Our town and high street face many challenges relating to Covid, so the work of these two programmes will be a major help in finding good ways forward.

Earth Day this year is being celebrated from April 20-22<sup>nd</sup>. I know residents care about deeply about our surroundings and the plant and animal life we share it with. We can all make a difference, however small, and I'm sure you will find ways to make a contributions. Leominster in Bloom have many opportunities to take part and brighten up our town. Also 'Hereford Community Clean Up Group' are combining their efforts with other groups around the county to do a Herefordshire litter pick. For more info see <https://fb.me/e/4i2bKhsST?ti=icl> Educating people on the many downsides of littering is vital: dropping litter is of course an offence under the 1990 Environmental Protection Act.

Trish Marsh  
Ward Cllr for Leominster South

## **Ward Councillor report Leominster North & Rural March 2021**

I begin my Report on a positive note with the first day of Spring arriving and the clocks changing to British Summer Time next Sunday March 28<sup>th</sup>. A time for hope, light evenings and more time outdoors after the long winter.

### **Covid news and the vaccination roll-out**

It is difficult to believe that it is a whole year since the beginning of the first lockdown on March 23 2020. As the third lockdown restrictions start to ease the number of positive cases and hospital inpatients in Herefordshire is the lowest since last October. There were 51 new cases in the week ending on March 11 and although numbers fluctuate from week to week the trends continue in the right direction. It is all the more important to continue social distancing, wearing face coverings and all the other tiresome but necessary restrictions. The return to school for all pupils on March 8<sup>th</sup> was very welcome and from March 29<sup>th</sup> outdoor sports and other outdoor activities can resume. I look forward to Leominster FC and our other local football teams playing again and being able to sit in a neighbour or friend's garden. I know I shall have to wait a bit longer for a haircut so I hope the road map dates will stay in place! Caution is the watchword and I agree with this approach.

There are now 8 sites for community LFD testing across the county and all businesses are now eligible for the testing of staff. 3.7m clinically extremely vulnerable people in England will be informed they are no longer advised to shield from 1<sup>st</sup> April. They will receive letters with updated guidance.

### **Vaccinations**

The extraordinary vaccination programme continues with 91,000 Herefordshire residents now having received their first vaccination. The NHS is inviting people over 50 and there was a record 840,000 first or second doses administered nationally on Saturday March 20<sup>th</sup>. It is a huge achievement by the NHS. There is an issue with supply in April so the over 40s will have to wait until May but it is most important that people attend for their second jabs when they are called. I have heard many good reports of the efficiency and professionalism at the vaccination centre in Bridge Street and the helpful and cheerful volunteers. Many thanks to them all. Anyone who wishes to volunteer can contact HVOSS [www.hvoss.org.uk](http://www.hvoss.org.uk)

### **Balfour Beatty**

I hope with Spring here and less cold weather there will not be many more gritting runs needed. BBLP can then concentrate on repairing the potholes which are now infesting our streets and lanes across the county. Meanwhile I am pleased to report the faulty street light on the pelican crossing in Bridge Street has been replaced at last. There are now new yellow globes adorning the very busy pelican crossing, so a result at last! Flooding has continued to be a problem in January and February with the C1055 Kimbolton to Hamnish road closed for over a month. This caused great inconvenience with long diversions, especially for farmers moving livestock and starting lambing. I am pleased to say that the road reopened on March 12<sup>th</sup> after a Balfour Beatty army descended to unblock the drains and remove silt from the road. The C1055 is closed again this week due to drainage work near Widgeon Hill. I hope for more long-term work to solve the flooding problem at Stanley Bank or it will happen again.

### **Leisure Centres funding boost**

HALO facilities have received a helping hand to get back up and running thanks to a new grant scheme. Herefordshire Council has received £ 460,000 from the National Leisure Recovery Fund to allocate to HALO Leisure. This is the maximum amount that could have been allocated and seeks to allow leisure facilities to reopen to the public in due course. Good news for Leominster., our swimming pool and Sports Centre.

### **Free school meals**

The Council is funding a scheme that ensures 3,200 primary and secondary pupils will receive free school meals during the Easter holidays through their schools. Food vouchers up to the value of £80 will be available for those eligible at Easter break which will take the pressure off many families especially with the increase in unemployment.

The return to school for most children has gone remarkably smoothly and our thanks to all teachers who have since January provided online lessons as well as teaching key workers and vulnerable pupils who have attended school during the lockdown.. All children will now benefit from the regular school routine and seeing their friends and teachers. All was going well when I attended the governors virtual meeting at Kimbolton School last week.

### **Other news**

I have attended two recent Full Council meetings which have been mainly about debating and approving the budget and Council Tax. The 4.99% increase was approved by a large majority. Several thousand residents will benefit from a more generous Council Tax reduction scheme this year. The increased costs of adult social care, the increase in looked after children and the effects of the pandemic are the main reason for the above inflation rise in our Council Tax. I have attended virtual planning committee meetings and even some planning site visits last week. It was a joy to be outside and seeing the wonderful Herefordshire countryside. I have also attended Brimfield, Leysters and Kimbolton virtual Parish Council meetings and am supporting Speed Limit reductions proposed in Brimfield and Leysters.

Finally. I recently received this email from the Leominster Food Bank.

“We are very grateful for all the support and help we have had from the many organisations and individuals providing food, money and advice.” They are now situated in The Old Priory next to the Youth Hostel. Brimfield and other villages contribute nearly every week. There is great need but there is great generosity too so let’s keep up our support during this difficult time and many thanks to all the volunteers.

Happy Easter to everyone.

John

Cllr John Stone

Leominster North and Rural

01584 711 227

### **March 2021 report from Councillor Felicity Norman**

Development in the north of the county continues to be on hold due to the high levels of phosphates in the River Lugg, mainly due to poor agricultural practice and the high number of intensive livestock units, but with a significant contribution from sewage works. This includes progress on the Baron's Cross Camp site, and other developments in the Leominster area. Work is continuing to try and reduce the pollution in our rivers.

Congratulations to Diane Thomas at Humber Woodland of Remembrance who have won the 2021 award for best natural burial ground in the West midlands for the third year running. Many of us in Leominster and around the county have friends and family at Humber and value it as a very special place.

The budget for the coming year has now been approved by Herefordshire Council, after many weeks of hard work to find a way of meeting the massive costs of dealing with Covid – 19, as well as the progressive measures that this administration wants to put in place. The government has recognised the increasing costs of providing care for those in need and has allowed Local Authorities to put up council tax by up to 4.99%. Consultation in the county indicated broad approval for this necessary step, and exemption for those who are struggling with reduced incomes and rising costs, will go some way to take the pressure off those most in need.

All children are now back in school, with preparations in place to keep everyone as safe as possible, including home testing for children and families. This will help to ensure that infections are picked up as early as possible and the numbers affected are kept as low as possible. Children and teachers are delighted to be back, catching up with friends and returning to familiar routines. Catch up work for pupils will be challenging as they have missed so much, in spite of on line learning and heroic efforts on the part of parents and teachers. It is also clear that the mental health of some children has been seriously affected by the lockdowns, with many showing high levels of anxiety, and that they will need extra support for some time to come.

The Council is consulting on an ambitious programme to refurbish and improve the Special schools in the county, some of which are in poor condition and in need of major improvement. This includes our own Westfield School, where the proposal is to improve or re-build the school and increase the intake to 60. This may lead to their sixth form and the one at present at Barr's Court school being phased out, and young people attending the new Beacon sixth form college, which will open in September. Understandably, there is some concern about this, but it will help to keep travel time as low as possible for younger pupils, while opening up opportunities for older pupils.

The steady roll out of the vaccination programme is raising hopes that we can expect a lift to the lockdown not too far into the future, although I think it is likely that we will still have to take sensible measures for some time to come. We are all longing to see families and friends, and to have real meetings once again, and this will happen sooner if we stick to the guidance until the full programme of vaccinations has been achieved. We are all very grateful to everyone who has continued to work through the lockdown, and to those who are act with care, thinking of others in all their day to day activities.

# LEOMINSTER TOWN COUNCIL

## MEETING SCHEDULE 2021-22

<b>April 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 12 <sup>th</sup>	Planning & Highways Committee	6:00pm
<b>Monday 19<sup>th</sup></b>	<b>Annual Town Meeting</b>	<b>7:30pm</b>
Monday 26 <sup>th</sup>	Finance & General Purposes Committee	7:00pm

<b>May 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 10 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 10 <sup>th</sup>	Environment & Services Committee	7:00pm
Tuesday 11 <sup>th</sup>	Communications & Events Committee	11:30am
Monday 24 <sup>th</sup>	<b>Annual Town Council Meeting</b>	7:00pm

<b>June 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 7 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 28 <sup>th</sup>	Full Council (End of Year Accounts)	7:00pm
Monday 28 <sup>th</sup>	Finance & General Purposes Committee	7:30pm

<b>July 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 5 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 12 <sup>th</sup>	Environment & Services Committee	7:00pm
Monday 13 <sup>th</sup>	Communications & Events Committee	11:30am
Monday 26 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 26 <sup>th</sup>	Full Council	7:00pm

<b>August 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 16 <sup>th</sup>	Planning & Highways Committee	6:00pm

<b>September 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 6 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 6 <sup>th</sup>	Finance & General Purposes Committee	7:00pm
Monday 13 <sup>th</sup>	Environment & Services Committee	7:00pm
Monday 14 <sup>th</sup>	Communications & Events Committee	11:30am
Monday 27 <sup>th</sup>	Full Council	7:00pm

<b>October 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 4 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 25 <sup>th</sup>	Finance & General Purposes Committee	7:00pm

<b>November 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 1 <sup>st</sup>	Planning & Highways Committee	6:00pm
Monday 15 <sup>th</sup>	Environment & Services Committee	7:00pm
Tuesday 16 <sup>th</sup>	Communications & Events Committee	11:30am
Monday 22 <sup>nd</sup>	Planning & Highways Committee	6:00pm
Monday 29 <sup>th</sup>	Full Council	7:00pm

<b>December 2021</b>	<b>MEETING</b>	<b>TIME</b>
Monday 13 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 20 <sup>th</sup>	Finance & General Purposes Committee	7:00pm

<b>January 2022</b>	<b>MEETING</b>	<b>TIME</b>
Monday 10 <sup>th</sup>	Environment & Services Committee	7:00pm
Tuesday 11 <sup>th</sup>	Communications & Events Committee	11:30am
Monday 17 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 24 <sup>th</sup>	Full Council	7:00pm

<b>February 2022</b>	<b>MEETING</b>	<b>TIME</b>
Monday 7 <sup>th</sup>	Planning & Highways Committee	6:00pm
Monday 21 <sup>st</sup>	Finance & General Purposes Committee	7:00pm
Monday 28 <sup>th</sup>	Planning & Highways Committee	6:00pm

<b>March 2022</b>	<b>MEETING</b>	<b>TIME</b>
Monday 14 <sup>th</sup>	Environment & Services Committee	7:00pm
Monday 15 <sup>th</sup>	Communications & Events Committee	11:30am
Monday 21 <sup>st</sup>	Planning & Highways Committee	6:00pm
Monday 28 <sup>th</sup>	Full Council	7:00pm