

LEOMINSTER TOWN COUNCIL

Minutes of the Leominster Town Council Meeting held on Monday 24th January 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP

MEMBERS PRESENT: Councillors Marsh (Deputy Mayor), Bartlett, Davies, Herschy, Jacquet, Murdoch, Norman, Rosser, Smith-Winnard, Sutcliffe, Thomas and Williams.

OFFICERS PRESENT: Town Clerk, Democratic Services Officer

ALSO PRESENT: Ward Cllr Stone and a member of the press

84/21 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted by the Council for Cllr Hanna (Holiday), Cllr Marshall (Work), Cllr Preece (Isolation) and Cllr Rumsey (Isolation).

85/21 DECLARATIONS OF INTEREST

The following declarations of interest were received:

- Cllr Murdoch - Walkers are Welcome
- Cllr Norman – Walkers are Welcome

86/21 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

87/21 QUESTIONS FROM THE PUBLIC

The following question had been received from a member of the public prior to the meeting:

- Has Leominster Town Council considered applying for the footpath that starts at The Broad and joins ZC143, along with any other unrecorded paths, to be recorded on the Definitive Map?

The clerk has contacted the Public Rights of Way officer to determine the process for recording unrecorded paths.

88/21 MINUTES OF THE PREVIOUS MEETING

Council **RESOLVED** that the minutes of the Leominster Town Council meeting held on 29th November 2021 be agreed and signed as a correct record.

89/21 GENERAL POWER OF COMPETENCE

Council noted the requirements for General Power of Competence.

- (a) Council **RESOLVED** that Leominster Town Council met the criteria for eligibility with twelve elected councillors and a CiLCA-qualified clerk.

- (b) Council **RESOLVED** to adopt the General Power of Competence which would be reviewed at the first meeting following the next ordinary election of the Council in 2023.

90/21 CLERK'S REPORT

Council noted the following Clerk's Report:

- Sewerage Works – the clerk has been contacted by a member of the public, Herefordshire Council and Welsh Water, to set up an online meeting during office hours, to discuss the capacity of Leominster sewerage works. The clerk will set up a zoom meeting for 7th February 2022 and forward details to Councillors.
- The clerk will be on annual leave from 26th January – 1st February 2022.
- Parish Summit – Cllr Thomas advised that he attended the Parish Summit on 17th January 2022. Herefordshire Council are promoting collaborative working including hospital trusts and Wye Valley NHS Trust. The main complaint has been ambulance response times. Leominster First Responders are seeking funding for a replacement vehicle due to issues with their current vehicle.
- Apologies for Absence – Councillors should advise the clerk in writing, prior to the meeting, with their apologies and provide a reason.

91/21 COMMITTEE PREFERENCES

Council **RESOLVED** to appoint Cllr Jacquet to sit on the following Committees:

- Planning & Highways Committee
- Environment & Services Committee
- Communication & Events Committee

92/21 FINANCES

- (a) **Accounts Paid and Invoices for Payment** – It was **RESOLVED** to ratify the payment of invoices for December 2021 and January 2022, as outlined on the payment statements provided.
- (b) **Income & Expenditure Report Month 9** – Council **RESOLVED** to accept the Income & Expenditure Report for Month 9 and accompanying notes.
- (c) **Risk Register** – Council **RESOLVED** to adopt the updated Governance and Management Risk Register and to review the register annually.

93/21 BUDGET 2022/23

Council reviewed the final budget presented for 2022/23 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 Friday Market and Farmers Market and this had informed the budget setting process.

Following discussion, the proposals were put to a named vote and agreed unanimously.

For: Councillors Marsh, Bartlett, Davies, Herschy, Jacquet, Murdoch, Norman, Rosser, Smith-Winnard, Sutcliffe, Thomas and Williams.

Against: None
Abstentions: None

Following the named vote, Council **RESOLVED** to formally adopt the Budget for 2022/23.

Cllr Sutcliffe suggested publicising the use of Thermafleece cosy wool, to insulate the roof at 11 Corn Square, in Leominster News.

94/21 PRECEPT 2022/23

The recommendation from the Budget Task & Finish Group, that a precept of £598,117 be requested from Herefordshire Council for 2022/23, was put to a named vote and agreed unanimously.

For: Councillors Marsh, Bartlett, Davies, Herschy, Jacquet, Murdoch, Norman, Rosser, Smith-Winnard, Sutcliffe, Thomas and Williams.

Against: None
Abstentions: None

Following the named vote, Council **RESOLVED** to request a precept of £598,117 from Herefordshire Council for 2022/23, which would result in a Band D charge of £164.18, an increase of 3.9% on last year.

95/21 CCTV REVENUE FUNDING 2022/23

Council **RESOLVED** to accept the request, from Herefordshire Council, for the contribution towards CCTV in Leominster for 2022/23.

Council noted that there have been a number of incidents in Central Car Park and that these should be reported to the police. The clerk advised that there may be provision to install CCTV in Central Car park through the rollout of Leominster Town Wi-Fi by Westend WiFi.

96/21 TRAINING AND DEVELOPMENT POLICY

Council **RESOLVED** to adopt the Training and Development Policy.

The clerk advised Councillors to contact her if they have any training needs requirements either as a group or individually.

Cllr Thomas suggested inviting planning officers at Herefordshire Council to give a presentation to the Council.

Council noted that the clerk can provide copies of a 'Planning Overview' training pack, prepared by HALC. Councillors to advise the clerk if they would like a copy.

Cllr Sutcliffe advised that he would like to attend a GDPR course.

97/21 REPORTS

The following reports were received:

Cllr Thomas – Transport for Wales

Council noted that Transport for Wales have published a consultation document regarding railway services. The Chairman of the Rail User Group has advised that there are errors in the timetables.

Leominster North Ward Report from Ward Cllr Stone

The council noted the report contained in the agenda.

Cllr Stone congratulated Cllr Murdoch and the Budget Task & Finish Group for their excellent work with the budget and setting the precept for 2022/23.

Cllr Stone thanked Balfour Beatty for installing a high quality litter bin on Bridge Street.

Cllr Stone added that:

- Restriction Grant – the county will receive a top-up to the Restriction Grant allocation of £440,000. The funds will provide up to £3000 of support to smaller hospitality and leisure businesses without a rateable value.
- Pharmacy survey – Herefordshire Council are conducting a survey on Herefordshire Pharmacy Services. Due to the slow response, the completion date has been extended until the end of January 2022. The survey is available online at [Pharmacy Survey](#) or paper copies can be requested by email to researchteam@herefordshire.gov.uk
- Shop Local cards – 56,000 cards, worth £15 each, have been issued to households in Herefordshire and used in over 1000 businesses in the county.

Leominster South Ward Report from Ward Cllr Marsh

The council noted the report contained in the agenda.

Cllr Marsh added that she attended a tree planting event at Ledbury Cemetery on Thursday 13th January 2022.

Leominster West Ward Report from Ward Cllr Norman

The council noted the report contained in the agenda.

Leominster East Ward Report from Ward Cllr Bartlett

The council noted the report contained in the agenda.

Council noted that Cllr Herschy and Cllr Sutcliffe attended a meeting regarding the Herefordshire Destination Bid. Cllr Herschy will send the presentation slides to the clerk for onward circulation to Councillors.

Ward Cllr Stone and the member of the press left the meeting.

98/21 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 Applications** – Following consideration of the grant application, Council **RESOLVED** to allocate a grant of up to £110 from the General Grant budget to Walkers are Welcome in Leominster to pay the annual subscription as part of the National Network.
- (b) **Staff Update report** – Council noted that a part-time Tourism and Media Assistant has been appointed. The clerk is currently reviewing the job description for a caretaker and the vacancy will shortly be published on the Town Council website.
- (c) **Capability Policy** – Council **RESOLVED** to adopt the Capability Policy.
- (d) **High Street Heritage Action Zone** – Council **RESOLVED** to undertake delivery of the HSHAZ Community Engagement projects and charge Herefordshire Council for the total costs – including staff time. Council noted the procurement suggestions listed for each project.

Council noted that the clock in the bus station is still awaiting repair. The clerk will chase this up.

- (e) **Clerk's report** – Council noted that the leader of the Leominster Area Polish Society (LAPS) is stepping down and the position is being reassigned to a very active group member. The leader thanked Leominster Town Council for the assistance given to enable the aims of LAPS to be achieved. Council **RESOLVED** to return a letter of thanks for everything that LAPS does for Leominster.

99/21 DATE OF NEXT MEETING

Council noted that the next Town Council Meeting would be held on Monday 28th March 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

There being no other business the Deputy Mayor thanked everyone for their attendance and closed the meeting at 20.16 hours.

MAYOR: _____ **DATE:** _____