



MINUTES OF A MEETING
OF BROMYARD AND WINSLOW TOWN COUNCIL

held on Monday, the 29th day of January 2018 in the Council Chamber, Council Offices, Bromyard at
7:30pm.

***UNTIL NEXT MEETING OF COUNCIL, THESE MINUTES HAVE NOT BEEN RATIFIED*.**

PRESENT: Cllr's Clark, Page, Andrews, Cave, Churchill, Cooper, Dods, Dr Dunne-Thomas, Faulkner,
Dr D Ferriday, Franklin, Pettitt, Nevin and Smith.

In attendance: Gary Swinford (Acting Town Clerk)
Barbara Stanway (Deputy Town Clerk)
Rose Raine (Admin Asst)

PC Meek West Mercia Constabulary

Ward Members : Cllrs A Seldon and N Shaw

Sarah Eardley: Bromyard Hope Centre.

Fire Procedure Read to the meeting

		Action
18/01	Apologies: Cllrs Brunsdon and Lester.	
18/02	Declarations of Interest and written requests for dispensation: All present Members resident in Bromyard and Winslow submitted a request for a dispensation to permit them to discuss and vote on setting the budget 2018/19.	
18/03	Policing Matters PC Meek gave information relating to <ul style="list-style-type: none">local crime incidents, recorded crime was down by comparison with the same period last year.	

	<ul style="list-style-type: none"> • Graffiti – none in the past fortnight. • Damage to the Old Vicarage roof – 3 offenders identified, looking to recoup damages. • the value/shortcomings of CCTV. • the considerable work being undertaken locally to support vulnerable people who are too often the victims of crime. • the new communications centre-now opened which should see an improvement in response to 101 calls. 	
18/04	<p>Chairman’s Report</p> <p>The Chairman</p> <ul style="list-style-type: none"> • asked that installation of ‘blinds’ to shield CCTV from car park lights be investigated. • described the role of the Town Crier in promoting Tourism and raising the town’s profile. 	ATC
18/05	<p>Clerk’s Report</p> <ul style="list-style-type: none"> • Asbestos survey completed, present throughout the Old Vic but safe if not interfered with. Sanitary incinerator on first floor requires removal. • Gutters cleaned out. • Replacement Fire Escapes – work to procure progressing. • Replacement Fire Alarms, intruder security systems - work to procure progressing. • Awaiting second quotations for repairs to damaged roof. • TC vacancy being advertised. • K Bishop (Head of Planning HC) & Sam Banks (HC Bromyard Development Plan) to speak at February meeting. 	
18/06	<p>Correspondence</p> <p>Letter received from Head of Highways HC (Clive Hall) in response to TC letter regarding gritting. Stressed exceptional conditions had caused problems and that A44 had been treated as previously agreed.</p>	
18/07	<p>The Minutes of the meeting held on Monday 18th December 2017</p> <p>IT WAS RESOLVED receive, approve and sign the Minutes of the Meeting of Council held on Monday 18th December 2017 as a true record</p> <p>The minutes were duly signed by the Chairman</p>	
18/08	<p>Matters Arising from the Minutes – INFORMATION ONLY:</p> <p>17/242 Dog Fouling – Cllr Shaw informed the meeting only 1st and 2nd tier councils can instruct Dog Wardens to issue fines. He will approach HC to get more signs and arrange for a Dog Warden to attend at times likely to apprehend culprits.</p> <p>17/240 Ice in Car Parks – ATC had discussed future options with Lengthsman.</p> <p>17/241 Traffic Management Study – Ward members best able to move forward.</p>	<p>NS</p> <p>ATC</p> <p>NS/AS</p>
18/09	<p>IT WAS RESOLVED To receive the following reports of Town Council Committees as</p>	

	<p>per UNRATIFIED Minutes</p> <ol style="list-style-type: none"> 1) Planning & Econ Devl'pt Committee – 18th December 2017 - Cllr Page Verbal Report – Monday 29th January 2018 –Cllr Page. 2) Finance & Properties Committee –15th January 2018– Cllr Smith 3) Staffing Committee 13th& 20th December 2017 - Cllr Pettitt 	
18/10	<p>Accounts for Payment:</p> <p>Members were asked to approve payment of the invoice: B & M Johnson - Installation of heating to Heritage Centre (part paymt) £3,500.00 + VAT</p> <p>IT WAS RESOLVED to approve payment of £3500 + VAT to B & M Johnson as recommended by the Finance & Properties Committee.</p>	RFO
18/11	<p>Quarterly Financial reports:</p> <p>In line with Financial Regulations, members were asked to receive the following quarterly reports:</p> <ol style="list-style-type: none"> a) Cash & Investment Reconciliation b) Income & Expenditure Report by Account Code c) Receipts & Payments Summary report <p>IT WAS RESOLVED that the above quarterly reports be accepted.</p>	
18/12	<p>The HOPE Centre</p> <p>Sarah Eardley, Chief Executive of the Hope Centre, informed Members that the Centre's contract with HC is due to end at end of March 2018 and that a decision on the service to replace it had not yet been made though HC were considering either recommissioning the Hope Centre of taking the service 'in house'. Whatever the final decision the prospective service would be very different to the one currently on offer. Ms Eardley expressed concern at the detrimental effect of severe funding cuts. Members emphasised the vital role of early intervention and praised the excellent service provided by the Hope Centre which was a lifeline for so many people.</p> <p>IT WAS RESOLVED that a letter stating the TC's support of the work done by the Hope Centre and expressing the TCs desire to see the service continue at its present level be sent to C Baird Head of Children's Service HC.</p>	ATC
18/13	<p>Bromyard Bypass - Speed Limit review</p> <p>Members considered a Briefing Document from Herefordshire Council regarding the results of a speed census conducted along the Bromyard Bypass (A44). The Town Council had provided an official written response to the study supporting the suggestion that the speed limit be reduced to 30mph. The briefing did not support a reduction in the speed limit. Members discussed</p> <ul style="list-style-type: none"> • the quality of the data used in formulating the briefing, • noise levels of HGVs travelling at 40mph • safety issues relating to the narrow width of the hard surface of the 	

	<p>pavement and</p> <ul style="list-style-type: none"> the public's clear reluctance to use the underpass <p>IT WAS RESOLVED that the ATC write to ADL</p> <ul style="list-style-type: none"> to disagree with the findings of the briefing on the grounds that it is inadequate, misleading and based on skewed methodology. points out the TC's concerns with regard to noise and safety issues. 	ATC
18/14	<p>Ward Councillor Reports:</p> <p>Cllr. Alan Seldon informed members</p> <ul style="list-style-type: none"> HC had set a budget for 2018/19 with a 4.9% rise; 76% of C Tax was spent 'on care' covering some 3,600 people. The cost of repainting the underpass due to graffiti had been £300 Asked that the TC reviews and formally adopts the Traffic Report to enable Ward Members to take action. That members give sympathetic consideration to payments to the Kempson Players. He is pursuing the availability of winter gritting salt with Balfour Beatty. <p>Cllr. Nigel Shaw</p> <ul style="list-style-type: none"> Snow clearance at Schallenge Walk – Cllr Shaw to contact Fortis to discuss Retention of business rates – will be accompanied by more statutory obligations. Traffic Regulation Order for Tower Hill has been reinserted into the list. Has spoken to Balfour Beatty regarding availability of grit. Head of Assets HC to review status of Station Road (because of economic significance) in exceptional weather. Linton Travellers site – additional pitches installed. Potholes in High Street scheduled for repair Illegal dumping at Saltmarshe. <p>Cllrs Shaw and Seldon left at 9.05pm</p>	
18/15	<p>Public Question Time:</p> <p>None.</p>	
18/16	<p>Chamber of Commerce Representative:</p> <p>Following Cllr. Page's resignation nominations were sought for a Member to represent the Town Council on the Chamber of Commerce.</p> <p>IT WAS RESOLVED to appoint Cllr Pettitt.</p>	
18/17	<p>Car Park Charges:</p> <p>A review of the car park charges at the Rowberry Street and Tenbury Road car parks had been placed on the December Finance & Properties Committee agenda. Members discussed charges currently in operation and considered options.</p>	

	IT WAS RESOLVED that charges remain unchanged for a further year	
18/18	<p>Budget 2018 – 2019</p> <p>Having discussed the budget requirements for 2018/2019 on several occasions the Finance & Properties Committee had met on Monday 15th January 2018 and recommended to Council a 2018/2019 budget of £244,637.00. The breakdown report and RFO Report supporting this requirement had been previously circulated.</p> <p>Cllr Page spending by the Planning & Economic Development Committee would be aimed at bringing more tourism to the town. It was pointed out that money had been allocated to support grass/hedge cutting and to cover insurance premiums for the <u>Kempson</u> Players</p> <p>IT WAS RESOLVED that a net budget requirement of £244,637 be implemented for 2017/18 as recommended by the Finance and Properties Committee</p>	RFO
18/19	<p>Precept 2018 – 2019</p> <p>The Finance & Properties Committee recommended to Council a Precept figure of £233,378. The RFO is advised by Herefordshire Council that there are 1395.02 Band D equivalent properties in the parish of Bromyard & Winslow. The above Precept figure would equate to a Band D charge of £167.29 per annum, an increase of 6.7% on last financial year.</p> <p>IT WAS RESOLVED to submit a precept requirement of £244,637.00. to HC.</p>	RFO
18/20	Reports of Outside Bodies:	
	1) Chamber of Commerce – Cllr. Page reported an open meeting to seek views on the role of the C of C had been held. Alfie Best the speaker scheduled for Wednesday 7 th February 2018.	
	2) Bromyard Grammar School Foundation - Cllr Dave Cave No meeting.	
	3) Bromyard Relief in Need - Cllr Dave Cave No meeting.	
	4) Market Towns Forum – Alison Dods, Fred Clark. No meeting	
	5) Public Hall Committee – Cllr. Churchill <ul style="list-style-type: none"> • Cllr Churchill in charge of booking system. • Setting up a webpage • Currently 2 nights each week when hall is not used 	
	6) Bromyard Downs Common Association – Cllr. Churchill Most recent minutes had been circulated for information.	
	7) HALC – Cllr Cave No meeting.	
	8) Festivals Association – Cllr. Pettit No meeting had been informed the Gala will be going ahead in 2018.	

	<p>9) Kempson Players – Cllr Churchill</p> <ul style="list-style-type: none"> • Have replaced swings and chippings round ‘rides’ • Tidying up done by youths on Community Service • Decision on future of ‘Swimming Pool Fund ‘ not yet reached 	
18/21	<p>Part 2 Private and Confidential</p> <p>Pursuant to section 1 (2) of the Public Bodies (admission to Meetings) Act 1960 IT WAS RESOLVED that because of the confidential nature of the business to be transacted the public and the press leave the meeting during consideration of confidential minutes relating to previous minutes, staff remuneration and the appointment to the position of Town Clerk.</p>	