



MINUTES OF A MEETING
OF BROMYARD AND WINSLOW TOWN COUNCIL

held on Monday 22nd October 2018 in the Council Chamber, Council Offices, Bromyard at 7:30pm.

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

PRESENT: Cllrs Page, Brunson, Cave, Clark, Cooper, Dods, Dr Dunne-Thomas, Faulkner, Franklin, James, Lester, Pettitt, Nevin and Smith.

In attendance: Karen Mitchell (Town Clerk)
Rose Raine (Admin Asst)

Ward Members: Cllrs A Seldon and N Shaw
Police – PC John Meek, West Mercia Constabulary
3 Members of the Public

Fire Procedure Read to the meeting

		Action
18/169	<p>Apologies: Cllrs Churchill and Ferriday. Due to personal circumstances Cllr Pettitt requested a leave of absence from meetings, the period to last for approximately six months. IT WAS RESOLVED to approve a leave of absence for up to six months for Cllr Pettitt.</p>	
18/170	<p>Declarations of Interest and written requests for dispensation: None.</p>	
18/171	<p>Policing Matters PC Meek gave detailed information regarding crime and anti-social behaviour in Bromyard and possible ways to combat it. Other matters reported: Public reluctance to report incidents using 101 Issues with the quality of CCTV in the Old Vicarage complex; suggested use of 'Guardcams'. Refer to F& P Committee Parking issues – since decriminalisation, Police are unable to deal with parking</p>	TC

	<p>enforcement; can only deal with obstruction offences. Would welcome a return of these powers to the Police in Bromyard.</p> <p>Special Constable Charles Pudge had retired on 15th October after 36 years' service. Town Council to send a note of thanks for his dedication to public service.</p> <p>Cllr Page drew attention to the soaring increase in rural crime as documented by the Select Committee on the Rural Economy of the House of Lords.</p>	TC/RP
18/172	<p>Public Question Time</p> <p>A representative from Bromyard Community Hospital informed members the local League of Friends were in need of new Committee members (i.e. a Chair, Secretary and Treasurer if the group was to avoid closure. Cllr Clark indicated he would contact the League to offer support.</p>	
18/181	<p>In view of the presence of a member of the public with a particular interest IT WAS RESOLVED to bring forward Item 18/181 Fuel Poverty in Herefordshire.</p> <p>Fuel Poverty in Herefordshire</p> <p>Members were informed of incentives to tackle fuel poverty and where advice and assistance making properties warm was available. There was discussion on how to find and inform vulnerable groups and to make information more widely available. Attention was drawn to grants which were available to worthy people from the Surviving Winter Fund as well as those grants available from Bromyard Relief in Need. The Christmas Vouchers scheme was also available to help families at this expensive time of the year. There was discussion of how best to locate the needy and the process whereby applications could be submitted. Envelopes were distributed for those who wished to donate their Winter Fuel Payment to the less well off.</p> <p>IT WAS RESOLVED that</p> <p>Members were asked to seek people out on a one to one basis The assistance and grants be advertised as widely as possible particularly on Bromyard Info. and through Churches/Schools/newsletters.</p>	SB/HP/ AD/JC DDT/FC
18/173	<p>Chairman's report</p> <ul style="list-style-type: none"> • The Mayor, Mayoress & Deputy Mayor had attended 50+ engagements since May 2018. He thanked members for their continued and valuable support. • He had attended Herefordshire Council's Town and Parish Summit but asked that other attendees produce a brief written report for circulation. • Stressed the need to begin planning for commemorative events in 2019 and 2020 in good time. 	D-T/MF
18/174	<p>Town Clerk's Report</p> <p>An updated Town Clerk's report was circulated. A good deal of time and effort required to organise the Remembrance Service events.</p> <p>IT WAS RESOLVED to receive the report.</p>	
18/175	<p>To resolve to exclude members of the Press and Public.</p> <p>Members discussed whether any items were of such a confidential nature they should be discussed in closed session.</p> <p>No confidential business to be transacted.</p>	

18/176	<p>The Minutes of Full Council</p> <p>IT WAS RESOLVED receive, approve and sign the Minutes of the Meeting of Council held on Monday 24th September 2018 as a true record.</p> <p>The minutes were duly signed by the Chairman.</p>	
18/177	<p>Committees and Working Parties</p> <p>1) Planning & Economic Development Committee</p> <p>IT WAS RESOLVED to receive and note the Minutes of the meeting held on 1st October 2018.</p> <p>2) Finance & Properties Committee</p> <p>2.1 IT WAS RESOLVED to receive and note the Minutes of the meeting held on 15th October 2018.</p> <p>Due to the value of the contracts to be considered (more than £2,500 permitted under Standing Orders to be decided under delegated powers by Finance & Properties Committee)</p> <p>IT WAS RESOLVED to adopt the recommendation of the Finance & Properties Committee as follows:</p> <p>Ref. 18/154 Budget/Floral decorations - That the quotation from Mr Wilks be approved in the sum of £4,773.00 and included in the 2019/20 budget.</p> <p>Ref. 18/157 Churchyard Wall – To approve acceptance of the quotation from Stone Lime Oak Works to cover sections A and B on the map previously supplied. £6731 + any stone replacement at an additional charge to be negotiated.</p> <p>Ref. 18/162 Old Vicarage - Repairs and Renewals - To approve acceptance of the quotation from Ventrolla in the sum of £6,957.14 + VAT.</p> <p>3) Staffing Committee</p> <p>The Minutes of the meeting held on 17th October were not available due to lack of available staff time. To be presented to the next meeting.</p>	
18/178	<p>Quarterly Financial Reports:</p> <p>In line with Financial Regulation members are asked to receive the following reports:</p> <ol style="list-style-type: none"> a. Cash & Investment Reconciliation b. Income & Expenditure report by Account c. Receipts & Payments Summary Report <p>IT WAS RESOLVED to accept reports a, b and c above.</p>	
18/179	<p>Ward Councillor Reports:</p> <p>Cllr. Nigel Shaw</p> <ul style="list-style-type: none"> • Entrants to the Youth Justice system are falling, HC had approved the West Mercia Youth Justice Plan. • Corporate Budget considered by Cabinet. £1.4million overspend; this reflects an increase in residential placements. HC position is better than other local authorities. • Conducted tour with locality Steward. Some areas in need of attention but generally happy with the state of the roads in his ward compared to previous years. White lining to be done over Petty Bridge. 	

	<p>Cllr. Alan Seldon</p> <ul style="list-style-type: none"> • Emphasised the need for consolidated advice on winter hardship grants. • Discussions have begun on implementation of Weight Restrictions on Pump Street. • Vennture, a Christian charity attempting to help the marginalised and vulnerable which works in Hereford was attempting to spread its work across Herefordshire. Cllr Lester to ask Vennture to contact the TC. • Gladmans have re-commenced activity relating to their Pencombe Lane planning application. 	
18/180	<p>Tenbury Road Car Park Toilets</p> <p>The Town Clerk outlined the background to the decision to close the public toilets. Members were updated on the results of a meeting with a representative from Balfour Beatty who had previously been responsible for the cleaning of the toilets. It was apparent that there are considerable problems with the mechanics of the toilet which would need to be addressed.</p> <p>Members were requested to consider 2 quotations for cleaning. There was concern about accepting any contract given the current state of the toilets.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • As a temporary measure, to hire 2 port –a- loos (1 for disabled / 1 standard) with immediate effect. • The Clerk, Chairman and Vice Chairman of the Finance & Properties Ctte to progress the issue • Information to be posted on social media to explain reasoning behind the closure. 	<p>TC</p> <p>TC</p> <p>PA</p>
18/181	<p>Fuel Poverty in Herefordshire</p> <p>Dealt with earlier in meeting.</p>	
18/182	<p>Great British Spring Clean 2019 (dates yet to be announced)</p> <p>Members considered the possibility of hosting a litter pick event in 2019, as suggested at the Full Council meeting held on 26th February 2018. Minute 18/38 refers.</p> <p>IT WAS RESOLVED to defer consideration of the item until the November 2018 meeting.</p>	<p>TC</p>
18/183	<p>Herefordshire Council</p> <p>Members were informed Herefordshire Council's General Scrutiny Committee plans to undertake a review of highways maintenance – pothole repairs and other Public Realm services. Opinion was being sought on what works well etc.</p> <p>IT WAS RESOLVED that members direct their comments to the Town Clerk by 31st October to enable her to formulate a response to Herefordshire Council.</p>	<p>All members</p>

18/184	Reports of Outside Bodies:	
	1) Chamber of Commerce – Cllr. James <ul style="list-style-type: none"> • Emma Bouston had given a well attended and interesting talk on her funeral business. • Discussion of Xmas Lights – Edgar Whiteley to switch on. • Santa’s Grotto to be in the usual place • Xmas windows display ongoing. • Mayors Civic Reception at 4.00pm All councillors invited. 	
	2) Bromyard Grammar School Foundation - Cllr Cave No meeting.	
	3) Bromyard Relief in Need - Cllr Cave No meeting.	
	4) Market Towns Forum – Cllrs Brunsdon & Churchill No meeting. MTF requires a clerk to organise meetings.	
	5) Public Hall Committee – Cllr. Churchill No report.	
	6) Bromyard Downs Common Association – Cllr. Churchill No report.	
	7) HALC – Cllr Cave Had attended a recent meeting; nothing of relevance to Bromyard & Winslow.	
	8) Festivals Association – Cllr. Helen Pettit Next meeting 24 th October 2018. Fright Night, Bonfire Night & Xmas Lights upcoming.	
	9) Kempson Players – Cllr Brunsdon <ul style="list-style-type: none"> • Large amount of vandalism very disheartening waste of funds. Discussion of process of applying exclusion orders on private land. • Players want to progress transfer of land. Discussion of the process followed. 	
18/185	Correspondence <ul style="list-style-type: none"> • Email from ADL Traffic and Highways Engineering Ltd regarding 7.5 tonne weight restriction; 9th November deadline for comments. • Email from Hope Centre – successful in obtaining funding for Bromyard Area Children’s Services. 	
18/186	Date of Next Meeting Monday 26 th November 2018. Cllrs Brunsdon and Dunne-Thomas gave their apologies for the next meeting.	

The meeting closed at 9.30pm