

BROMYARD & WINSLOW TOWN COUNCIL

MINUTES
C19/212 – 19/229



Minutes of the Full Council meeting held on
Monday 25th November 2019
at 7.00pm in the Council Chamber, Council Offices, Bromyard.

PRESENT: Cllrs Page (Chairman), Brunson (Vice Chairman), Aldridge, Andrews, Clark, Cooper, Davies, Dunne-Thomas, Franklin, James, Martin, Law, Pettitt and Weaver

Officers Present: Karen Mitchell (Town Clerk)
Kym Wild (Deputy Town Clerk)
Julie Crandon (Admin Officer)

In attendance: 7 members of the public

The Fire Procedure and Recording of Meetings Notice were read to all present

		Action
C19/212	Apologies Cllrs Lester Herefordshire Council Ward Councillors Seldon and Shaw.	
C19/213	Declarations of Interest and Apologies: Cllr Churchill declared a Non-pecuniary interest in item C19/228 as a trustee of Kempson Players Charity. Cllr Weaver declared an interest in in item C19/214 in respect of a family member being considered for co-option.	

Cllr Weaver left the room for item C19/214

C19/214	Co-option: 1. Four applications had been received to fill the two casual vacancies on the West ward. Copies circulated to Members. The Chairman explained the way in which the co-options would be carried out. The candidates present were individually invited to introduce themselves and outline their motivations in applying for co-option. Following each presentation, there was a 5-minute period where Councillors asked the same questions of each candidate. The candidates left the room whilst members discussed and voted on the matter.	
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	<p><u>1st Vacancy</u> In view of a tie, the Chairman used his casting vote.</p> <p>IT WAS RESOLVED that David Masters be co-opted to fill the first vacancy in the Bromyard West Ward.</p> <p><u>2nd Vacancy</u></p> <p>IT WAS RESOLVED that Graham Collins be co-opted to fill the second vacancy in the Bromyard West Ward.</p> <p>2. Cllrs Collins and Masters signed their Declarations of Acceptance of Office and joined the meeting.</p> <p>3. Appointment of newly elected Councillors to committees.</p> <p>IT WAS RESOLVED:</p> <ul style="list-style-type: none"> • That Cllr Collins be appointed to serve on the Finance and Properties Committee • That Cllr Masters be appointed to serve on the Planning and Economic Development Committee. 	
C19/215	<p>Public Question Time There were no questions from members of the public.</p>	
C19/216	<p>Policing Matters PC Alice Bennett will be attending the December meeting to give her report.</p>	
C19/217	<p>Youth Council Presentation Cadet Cpl S Gow was not in attendance therefore the item was not discussed.</p>	
C19/218	<p>Ward Members Reports Cllrs Seldon and Shaw were not in attendance. This item was deferred to the December Full Council meeting.</p>	
C19/219	<p>Exclusion of members of the public and press IT WAS RESOLVED that the following items would be discussed in closed session: C19/227 – Floral decorations 2020 C19/228 – Land Transfer C19/229 – Legal Advice</p>	
C19/220	<p>Chairman’s Report The Chairman welcomed Julie Crandon (Admin Officer) to the staff. The Chairman gave his verbal report to the meeting.</p>	
C19/221	<p>Town Clerk’s Report The Clerk’s report, copies having been circulated, was noted. IT WAS RESOLVED to set up a new Facebook page for Bromyard and Winslow Town Council.</p>	

Cllr Pettitt left the meeting at 8.15pm

C19/222	<p>Minutes The Minutes of the Full Council meeting held on Monday 28th October 2019 were received, approved as a correct record and signed by the Chairman.</p>	
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C19/223	<p>Committees and Working Parties</p> <p>1) Planning & Economic Development Committee IT WAS RESOLVED that the Minutes of the meeting held on Monday 4th November, 2019 be received and noted.</p> <p>2) Finance & Properties Committee</p> <p>2.1) IT WAS RESOLVED that the Minutes of the meeting held on Wednesday 30th October, 2019 be received and noted.</p> <p>2.2) IT WAS RESOLVED that the Minutes of the meeting held on Monday 11th November, 2019 be received and noted.</p> <p>2.3) The recommendations of the Finance & Properties Committee from the meeting held on 11th November were considered.</p> <p>a) Ref F19/190 – Internal Audit</p> <p>i. The interim Internal Audit Report for 2019/20 was considered. IT WAS RESOLVED to accept the internal audit report for 2019/20.</p> <p>ii. The Internal Audit Plan for 2019/20 was considered. IT WAS RESOLVED to accept the internal audit plan for 2019/20.</p> <p>b) Ref F19/191 – Budget 2020/21 Cllr Martin presented a written report from the Tourism Working Party, (copies having been circulated) setting out the rationale for a recommendation to include a figure of between £5 to £7.5k in the 2020/21 budget to carry out a tourism feasibility study. Following discussion, IT WAS RESOLVED to approve the inclusion of a new budget line in the sum of £7.5k in the 2020/21 budget to cover a tourism feasibility study.</p> <p>3) Staffing Committee IT WAS RESOLVED that the Minutes of the meeting held on Tuesday 12th November 2019 be received and noted.</p> <p>4) Burial Committee</p> <p>4.1) IT WAS RESOLVED that the Minutes of the meeting held on Monday 21st October, 2019 be received and noted.</p> <p>4.2) IT WAS RESOLVED that the Minutes of the meeting held on Monday 18th November, 2019 be received and noted.</p> <p>4.3) The recommendations of the Burial Committee meeting held on 18th November were considered.</p> <p>a) Ref B19/57 – Garden of Peace</p> <p>i) IT WAS RESOLVED to approve the release of funds from earmarked reserves to proceed with this project.</p>	

		Action
	<p>5) Traffic Management Working Party IT WAS RESOLVED that the Minutes of the meeting held on Thursday 7th November, 2019 be received and noted.</p> <p>6) Tourism Working Party IT WAS RESOLVED that the report from the meeting held on Thursday 21st November, 2019 be received and noted.</p>	
C19/224	<p>Outside Bodies To receive and note the written reports from Councillors who had attended meetings of the following outside bodies.</p> <p>a) Bromyard and District Chamber of Commerce and Industry – No report</p> <p>b) Bromyard Grammar School Foundation – Cllr Martin circulated a written report which was noted.</p> <p>c) Bromyard Relief in Need – No report</p> <p>d) Public Hall Committee – No report</p> <p>e) Bromyard Downs Common Association – No report Cllr Clark. Councillor Clark formally stepped down from this appointment.</p> <p>f) HALC Executive – No report</p> <p>g) Festivals Association – No report</p> <p>h) Kempson Players – No report</p> <p>The Chairman reminded all to submit written reports, regardless of whether meetings had taken place or not.</p>	
C19/225	<p>Members received and noted the correspondence as itemized on the agenda. The Chairman reported a cheque for £500 had been received from Wyldcrest Limited for the Mayor's chosen charity, Bromyard Recreation Ground.</p>	
C19/226	<p>Date of Next Meeting The next meeting of the Bromyard and Winslow Town Council is scheduled to be held on 16th December, 2019.</p>	

All remaining members of the Press and Public left the meeting as Council moved into private session as resolved in item C19/219

C19/227	<p>Floral Decorations 2020 The matter was discussed. IT WAS RESOLVED to accept the quotation from Rob Wilks, in the sum of £5,644.00 plus VAT.</p>	
C19/228	<p>Transfer of land to Bromyard Recreation Ground Charity Members considered a work schedule and pricing proposal for legal fees for the above land transfer. IT WAS RESOLVED to accept the fixed fee option in the sum of £1,400.</p>	
C19/229	<p>Legal Advice At 9pm IT WAS RESOLVED to suspend Standing Order 3w to extend the meeting for a period of no more than 10 minutes to debate this item. Following discussion IT WAS RESOLVED that legal advice be sought and reported back to the next Council meeting.</p>	

The meeting closed at 9.10pm