

BROMYARD & WINSLOW TOWN COUNCIL

MINUTES
C19/193 – 19/211



Minutes of the Full Council meeting held on
Monday 28th October 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, Lester, Pettitt and Weaver

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

In attendance: Cllr Nigel Shaw (Ward Member)
Cllr Alan Seldon (Ward Member)
PC John Meek
Former Mayor, Mr M Ganderton
Two members of the public

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

Prior to the commencement of the meeting, there was a short Presentation Ceremony in which the "Past Mayors Badge" was officially presented to former Mayor, Mr Ganderton by the current Mayor of Bromyard and Winslow, Cllr Roger Page.

Mr Ganderton left the meeting at 7.10pm

		Action
C19/193	Apologies Cllr Gill Churchill had given her apologies to the meeting.	
C19/194	Declarations of Interest and Apologies: None.	
C19/195	Public Question Time A member of the public raised questions regarding maintenance of the flower beds on the by-pass and in the Tenbury Road car park. The Clerk responded and advised that works to the beds on the by-pass were imminent. A member of the public asked for an update on the request for double yellow lines at the entrance at Kirkham Gardens and was advised that a response was awaited from Herefordshire Council.	

One member of the public left the meeting at 7.10pm

		Action
C19/196	<p>Policing Matters</p> <p>PC John Meek gave his report and advised Members that he would be handing over to PC Alice Bennett on 1st November 2019, before taking over his new role as Rural Crime Officer for rural policing in Herefordshire. Cllr Roger Page wished PC Meek all the best on behalf of the Council.</p>	
C19/197	<p>Chairman's Report</p> <p>The Chairman</p> <ul style="list-style-type: none"> - Thanked those who had attended the Mayors Charity Dinner to raise monies for his nominated charity. - Cautioned restraint regarding debate of Council issues by round-robin email and on social media. - Thanked the Town Clerk and Deputy Town Clerk for their continued efforts during the ongoing staff shortages. - Gave an update on the Herefordshire Town Mayors' Meeting held on 23rd September 2019. - Invited all members to the Civic Reception on 23rd November 2019 being held at The Falcon Hotel at 3.30pm prior to the switching on the of town's Christmas Lights. - Asked Members to consider writing a letter of thanks to PC John Meek for his service to Bromyard. This matter was discussed. The Town Clerk was directed to write to PC John Meek thanking him for his service to Bromyard. 	TOWN CLERK
C19/198	<p>Town Clerk's Report</p> <p>The Clerk's report, copies having been circulated, was noted.</p>	
C19/199	<p>Ward Members' Reports</p> <p>Councillor Alan Seldon</p> <ul style="list-style-type: none"> - Apologised to members for not having notified the Town Council of the Herefordshire Council Corporate Plan 'pop up' market stall consultation held in the Public Hall Bromyard on the morning of Thursday 17th October, 2019. - Gave an update on: the Depot site - possible delays until September 2020; Transport Plan consultation - request for all parish council's to be involved. - Took questions from Members regarding affordable and accessible housing, the absence of S106 monies focusing on special needs. <p>Councillor Nigel Shaw</p> <ul style="list-style-type: none"> - Gave an update on: Traffic Regulation Order scheme for Tower Hill Residents Parking; scheme Consultation process, the planning cases impacted by the management of phosphate levels in the River Lugg. - Asked for information from relevant members on communications from Balfour Beatty re signage for HGV. - Took questions from Members regarding the regular checking of the underpass; non-jetting/clearing of the gullies in Sherford Street; Parabolic Mirrors; Post Office Crossing work. <p>Assistant Director of Herefordshire Council Highways to be requested to complete works to the Post Office crossing (Church Street / Sherford Street) be completed before the Christmas Lights Switch On Event on 23rd November 2019.</p>	

*Ward Members Councillor Alan Seldon and Nigel Shaw left the meeting at 8.03pm
The remaining member of the Public left the meeting at 8.03pm.*

		Action
C19/203	<p>Quarterly Financial Reports</p> <p>1) Cash and Investment Reconciliation IT WAS RESOLVED to receive the quarterly Cash and Investment Reconciliation report.</p> <p>2) Income and Expenditure Report by Account Code IT WAS RESOLVED to receive the quarterly Income and Expenditure Report by Account Code.</p> <p>3) Receipts and Payments Summary IT WAS RESOLVED to receive the quarterly Receipts and Payments summary.</p>	
C19/204	<p>Accounts for Scrutiny</p> <p>Rocrest Limited. Emergency ground works to Public toilets £3,800 + VAT. IT WAS RESOLVED to accept the above payment.</p>	TOWN CLERK
C19/205	<p>Bank Mandate</p> <p>The matter was discussed. IT WAS RESOLVED that Cllr Charlotte Martin replace ex-Councillor Mary Seldon as bank signatory.</p>	TOWN CLERK
C19/206	<p>Armed Forces Day</p> <p>The matter was discussed. IT WAS RESOLVED that the Town Council accept in principle, the invitation to host the County's Armed Forces Day in 2022.</p>	TOWN CLERK
C19/207	<p>Social Media</p> <p>The matter was discussed. IT WAS RESOLVED that Cllr Lisa Law prepare items for posting on social media, in accordance with the Council's Communications Protocol, that all items be factual information and that all items must be cleared with the Town Clerk and the Chair of the Council prior to posting.</p>	
C19/208	<p>Herefordshire Community Recycling – Cllr Helen Pettit</p> <p>Cllr Helen Pettit briefed Members on the crisp packet and bottle tops recycling initiatives. IT WAS RESOLVED to invite the new Recycling Representative to the January 2020 meeting, to give a further presentation. Cllr Pettitt to co-ordinate invitation.</p>	CLLR PETTITT/TOWN CLERK
C19/209	<p>Outside Bodies</p> <p>1. Members received reports, as shown below, from outside bodies.</p> <p>a) Bromyard and District Chamber of Commerce and Industry Cllr Smith updated the meeting.</p> <p>b) Bromyard Grammer School Foundation Cllr Smith updated the meeting.</p> <p>c) Bromyard Relief in Need No report as Cllr Churchill not present.</p> <p>d) Public Hall Committee No report as Cllr Churchill not present.</p> <p>e) Bromyard Downs Common Association Cllr Clark reported no meeting had been held.</p> <p>f) HALC Executive No report as Cllr Churchill not present.</p>	

	<p>g) Festivals Association Cllr Pettitt updated the meeting.</p> <p>Members discussed the manner in which reports from Outside Bodies were presented in the meeting and time efficiencies.</p> <p>IT WAS RESOLVED that in future the representatives to Outside Bodies will each submit written reports to the Clerk to be circulated with the meeting papers.</p> <p>2. Cllr Dunne-Thomas delivered her report to Members on the Parish Council Summit held on Friday 20th September, 2019.</p>	TOWN CLLRS
C19/210	<p>Correspondence</p> <ul style="list-style-type: none"> - Letter from local resident and business owner regarding Road Safety for Non-Motorists on the A44 East of Bromyard. Members referred the correspondence into the Traffic Management in Bromyard Working Party. - Letter from local resident regarding condition of underpass and request for a handrail to be fitted. HC have responded that they do not hold that the risk merits the fitting of the handrail. - Kirkham Gardens (petition by residents to prevent parking). Thanks received for the support given to this matter by Members. 	
C19/211	<p>Date of the next meeting</p> <p>The next meeting of the Bromyard and Winslow Town Council is scheduled to be held on 25th November, 2019 at 7pm.</p>	

The meeting closed at 9:00pm