



BROMYARD & WINSLOW TOWN COUNCIL

FULL COUNCIL

Minutes of a meeting of The Council
held on Monday 26th July, 2021 at 7:00pm in
The Council Chamber, Council Offices, Bromyard

Minutes
C21/63 – C21/78

Members Present: Cllrs Brunsdon (Chairman), Dunne-Thomas (Vice-Chairman), Clark, Churchill, Law, Franklin, Lady Collingwood, Davies, James and Nielsen.

Officers Present: Karen Mitchell (Town Clerk)

Public present: None

The Chairman welcomed all present to the meeting.

C21/63 Apologies

LGA 1972 S85 (1)

Apologies for absence were received from Cllr Stevens due to ill health.

C21/64 To receive any Declarations of Interest and written requests for dispensations

Local Authorities (Model Code of Conduct) Order 2007 SI No. 1159

No written requests for dispensation had been received by the Town Clerk.
There were no declarations of interest made at this point in the meeting.

C21/65 Policing Matters

1. A written report from the local Policing team was noted.
2. West Mercia Police Community Charter
Members considered the Parish Contact Contract to identify the Town Council's top three concerns within the area.

IT WAS RESOLVED to include the following top three concerns on the Parish Contact Contract: - (1) Anti-social behaviour (including online / telephone/door-to-door scamming of elderly people and daytime street drinking/drunkenness) (2) Speeding and (3) Hate crimes amongst school children.

C21/66 Public Question Time

There were no questions.

C21/67 Chairman's Report

Cllr Brunsdon gave her report:

The Market Town Investment Plan: - Rose Regeneration is nearing completion of the plan ready for submission. Public consultation will follow in due course.

Events recently attended/ to be attended: -

- 3rd July – event at the Warren Farm, Brockhampton Estate, to mark National Meadows Day.
- 8th July – a belated opening of the K4 Architect branch in Bromyard.

Initials..... date

- 13th July – the opening of Sewology.
- 14th July – a cheque presentation ceremony from the Totally Local charity shop to local organisations.
- 20th July – the opening of Bromyard Lion’s craft shop at the Hope Centre.
- 21st July – a dedication event of the refurbished auditorium at the Conquest Theatre to Clive Richards, who was a longtime benefactor.
- 29th July – Ludlow Mayor’s Market

C21/68 Town Clerk’s Report

Members noted the report which was circulated prior to the meeting.

C21/69 Ward Members reports

- Cllr A Seldon – Bromyard West ward – no report received.
- Cllr N Shaw – Bromyard Bringsty ward – no report received.

C21/70 Exclusion of members of the Public and Press

LGA 1972 ss 101, 102

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

No confidential items were identified.

C21/71 Full Council Minutes

LGA 1972 Sch 12 para 41(1)

1. To confirm as a correct record and sign the Minutes of the Full Council meeting held on 28th June, 2021.

IT WAS RESOLVED that the Minutes of the of the Full Council meeting held on 28th June, 2021, be confirmed as a correct record and signed by the Chairman.

2. To confirm as a correct record and sign the Minutes of the Extraordinary Full Council meeting held on 5th July, 2021.

IT WAS RESOLVED that the Minutes of the Extraordinary Full Council meeting held on 5th July, 2021, be confirmed as a correct record and signed by the Chairman.

C21/72 Committee Minutes

1. Planning & Economic Development Committee

IT WAS RESOLVED to receive and note the Minutes of the Planning & Economic Development Committee meeting held on 5th July, 2021.

2. Traffic Management Committee

IT WAS RESOLVED to receive and note the Minutes of the Traffic Management Committee meeting held on 19th July, 2021.

3. Finance & Properties Committee

- 3.1 **IT WAS RESOLVED** to receive and note the Minutes of the Finance & Properties Committee meeting held on 19th July, 2021.

Initials..... date

3.2 Members considered the following Finance & Properties Committee recommendations:

3.2.1 F21/46, 7 – Payment authorisation for payroll

IT WAS RESOLVED to approve payments for the following: Staff salaries, wages, and PAYE/NIC applicable to administration and maintenance staff, based upon contractual obligations, in monthly amounts for the financial year 2021/22.

3.2.2 F21/46, 8 – Payment authorisation for direct debits

Members considered approval of the following payments by Direct Debit:

- a. Herefordshire Council rates for office number 24, one payment of £77.63 followed by eleven at £78.00
- b. Herefordshire Council rates for office 25, one payment of £89.63 followed by nine at £94.00
- c. Herefordshire Council for Reserved car park area, one payment of £50.95
- d. Herefordshire Council rates for Rowberry Street car park and premises, one payment of £169.67 followed by nine payments of £174.00
- e. Herefordshire Council rates for Tenbury Road Car Park, one at £368.92 followed by nine at £364.00
- f. Public Works Loan Board – Loan repayments of two payments of £8987.89 and two payments of £8829.08
- g. Waste Collection (green bins & recycling) for Complex – 4 equal payments of £230.75
- h. Waste Collection (green bins) for Cemetery – 4 equal payments of £163.67
- i. Npower – parish lamps – variable amounts.
- j. West Mercia Energy – Electricity and Gas (all properties) variable amounts.
- k. Talktalk – Broadband and telephone calls - monthly payments of under £35.00
- l. Lloyds Bank – monthly payment of monthly bank charges.

IT WAS RESOLVED to approve Direct Debit payments a to l.

C21/73 Quarterly Financial Reports

- a) Cash & Investment Reconciliation
- b) Receipts & Payments Summary report
- c) Income & Expenditure Report by Account code.

IT WAS RESOLVED to receive and note the quarterly reports, a-c.

C21/74 Citizens Advice Herefordshire (Part of Worcester CAB & WHABAC)

IT WAS RESOLVED to receive and note the Report for the outreach service for Quarter 1 - 2021/2022 (April – June 2021).

C21/75 Events

HRH The Queen’s Platinum Jubilee in June 2022.

Members considered ways in which this historic occasion may be marked in Bromyard.

Initials..... date

IT WAS RESOLVED to form a Working Party of Cllrs Davies, Law and Churchill, who will consider possible ideas to present to Council at a later date.

C21/76 Elections – Bromyard West – 1 vacancy

1. No nominations have been received for the election planned for 12th August 2021. The election will now be re-advertised for Thursday 30th September 2021.
2. A fee of £30 will be charged to the Town Council for every election where there are insufficient nominations.

IT WAS RESOLVED that Items 1 & 2 be noted.

C21/77 Outside Bodies

Reports from Councillors who have attended meetings of the following outside bodies:

- a) Bromyard and District Chamber of Commerce and Industry – no meeting.
- b) Bromyard Downs Common Association – a meeting was held on 30th June, however, Cllr Franklin was not able to attend.
- c) Bromyard Grammar School Foundation – no meeting.
- d) Bromyard Relief in Need – no meeting.
- e) Festivals Association – no meeting.
- f) HALC Executive – no meeting.
- g) Kempson Players – members received a report, circulated prior to the meeting by Cllr Collingwood.
- h) Public Hall Committee – no meeting.

IT WAS RESOLVED to receive and note the Reports as received.

C21/78 Correspondence

- Members received the briefing notes for Parish Councils regarding the National Planning Policy Framework (NPPF), Five-year housing land supply and Neighbourhood Development Plans.
IT WAS RESOLVED for the Clerk to request that both Ward members provide clarification, at the next Full Council meeting, on where the extra land for housing is located, as included in the 5-year development plans.
- Herefordshire 2030 Project: Economy Stream Initial Report (Circulated via email – hard copies available on request).

IT WAS RESOLVED that the items of correspondence be noted.

All business having been transacted; the meeting closed at 7:43pm

Signed Date