



## **BROMYARD & WINSLOW TOWN COUNCIL**

### **FULL COUNCIL**

Minutes of The Full Council meeting  
held on Monday 22<sup>nd</sup> November, 2021 at 7:00pm in  
The Council Chamber, The Old Vicarage, Bromyard.

Minutes  
C21/115 – C21/132

Members Present: Cllrs S Brunson (Chairman), Dr D Dunne-Thomas (Vice Chairman),  
F Clark, C Davies M Franklin, Lady A Hughes, D James, L Law,  
J Lester (part), K Patchett, B Quantrill and M Stevens.

Officers Present: Karen Mitchell (Town Clerk)

Public present: Ward Cllr Alan Seldon, Ms E Nagy, Mr C Robinson

The Chairman welcomed all present to the meeting and read the Fire and Recording notices.

#### **C21/115 Apologies**

*LGA 1972 S85 (1)*

Apologies for absence were received from: G Churchill Cllrs (ill health), J Lester (late arrival due to attendance at another meeting).  
Ward Councillor N Shaw (meeting clash)

#### **C21/116 To receive any Declarations of Interest and written requests for dispensations**

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

None received.

#### **C21/117 Policing Matters**

No report available.

#### **C21/118 Public Question Time**

No questions raised.

#### **C21/119 Ward Members reports**

1. Cllr Seldon – Bromyard West ward

- Herefordshire Council's current rubbish and recycling collection contract is due to end in 2023. New proposals include weekly food waste collection and 3 weekly cycle for: 1) card and paper 2) glass & plastics 3) residual waste.
- New senior appointments across all three of the Council's directorates to be announced soon.
- Cllr Seldon spoke of an idea for a shared space in High St. /Broad St for pedestrian and vehicular traffic and advised that he would send a video to the clerk for distribution to members.

2. Cllr N Shaw – Bromyard Bringsty ward.  
In his absence, the clerk reported the following information provided by Cllr Shaw
  - Herefordshire Council has endorsed a plan to trial the re-introduction of flower tubs on northern side of Broad St/Frog Lane junction to discourage parking on double yellow lines and to allow buses to pass more easily.
  - Cllr Shaw had raised the issue of the pothole in Station Road and continued non adoption of the road with Herefordshire Council's Chief Executive, Leader and Director.

**IT WAS RESOLVED** to note the Ward Member reports.

### **C21/120 Co-option**

1. Current vacancies to be filled by co-option: West ward - 2; East ward -1.  
Members welcomed two co-option candidates to the meeting.  
The Chairman invited both candidates to introduce themselves and to summarise why they were suitable for the role.  
Following a question and answer session **IT WAS RESOLVED** that Mr Christopher Robinson and Ms Edina Nagy be co-opted to Bromyard and Winslow Town Council (west ward).
2. The newly co-opted Councillors signed their Declarations of Acceptance of Office (with the Clerk witnessing the signatures) and were invited to take part in the remainder of the meeting.
3. Appointment of newly elected Councillors to serve on the following committees:  
**IT WAS RESOLVED:**
  - That Cllr Nagy serve on the Planning and Economic Development committee. (Cllr Law will step down from her temporary position with the committee).
  - That Cllr Robinson serve on the Finance & Properties Committee.

### **C21/121 Chairman's Report**

Cllr Brunson gave a verbal report on activities since the last Full Council meeting.

Events recently attended/to be attended: -

- Town Mayors' meeting in Hereford
- Remembrance Sunday Commemorations in Bromyard
- Variety evening in Stourport to support Mayor's charities
- Chamber of Commerce awards event
- Bromyard Christmas Lights Switch-on event.

### **C21/122 Town Clerk's Report**

Members received the Town Clerk's written report on matters completed and outstanding. In addition, the Clerk reported that:

- Welcome Back Fund & Great Places to Visit Fund – the Council had been successful in its applications for the above funds. £20,000 from the Welcome Back fund (to be spent by 31<sup>st</sup> March 2022) and £90,000 from the Great Places to Visit Fund (to be spent by 30<sup>th</sup> June 2022). Signed copies of the Service level Agreements had now been received. The Town Mayor and

Clerk to work on the Invitation to Quote documents for appointment of a multi-disciplinary team to deliver the projects.

- Sale of Land at Tenbury Road – The Town Council’s solicitors had advised that Herefordshire Council has now confirmed that it will provide the consent necessary to enable the land transfer to go ahead.  
It was confirmed that Cllrs Brunsdon and Clark will execute the legal documents on behalf of the Council.

**C21/123 Exclusion of members of the Public and Press**

*LGA 1972 ss 101, 102*

There were no agenda items identified for consideration in private session.

**C21/124 Full Council Minutes**

*LGA 1972 Sch 12 para 41(1)*

**IT WAS RESOLVED** that the Minutes of Full Council meeting held on 25<sup>th</sup> October 2021 and the Extraordinary Full Council meeting held on 8<sup>th</sup> November be confirmed as a correct record and signed by the Chairman.

**C21/125 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 1<sup>st</sup> November, 2021.

**2. Finance & Properties Committee**

2.1 **IT WAS RESOLVED** to receive and note the Minutes of the Finance & Properties Committee meeting held on 8<sup>th</sup> November, 2021.

2.2 Members considered the following Finance & Properties Committee recommendations:

- F21/104 – Business Rates Re-assessment.  
That the Town Council be recommended to pay the outstanding balance for revised non-domestic rates invoices dating back to April 2016, in the sum of £22,648.63

**IT WAS RESOLVED** that the Town Council pay the outstanding balance for revised non-domestic rates invoices dating back to April 2016, in the sum of £22,648.63

**3. Burial Committee**

**IT WAS RESOLVED** to receive and note the Minutes of the Burial Committee meeting held on 15<sup>th</sup> November, 2021.

**C21/126 Bromyard CIC Festive Lighting and Arts project**

The Clerk reported that further costings for specialist electrical work/equipment and the requested health and safety documentation for the project had not been received from the applicant. (Minute P21/84 refers).

Following discussion, **IT WAS RESOLVED** that the applicant be instructed to desist from any further installation works until such time as the Council is satisfied that appropriate insurance and risk assessments are in place.

**C21/127 Accounts for Scrutiny**

Company Name	Description	Net	VAT	Total
R Wilks	Floral decorations and watering 2021	6559.40	1311.88	7871.28
R Wilks	New cremation plots	5495.00	1099.10	6594.60
C J Bayliss	Replace heating pump	904.20	180.84	1085.04
Sentinel Security Systems	New CCTV – Old Vicarage complex	1552.50	310.50	1863.00
Worcester Citizens Advice	Outreach sessions October -December 21	2500.00	0.00	2500.00

**IT WAS RESOLVED** to approve payment of the above invoices which were received after the Finance and Properties Committee Agenda had been distributed.

**C21/128 Defibrillators**

Cllrs Brunsdon and Law gave a verbal report on the location and accessibility of known defibrillators in the town centre.

Following discussion, **IT WAS RESOLVED:**

- To approve a budget of up to £6,000 for the purchase and installation of two new defibrillators plus one outdoor heated cabinet, at the following locations:
  - Public Hall – 1 x new defibrillator only, to replace existing
  - Public toilets (Tenbury Road car park) – 1 x new defibrillator and heated outdoor cabinet.
- To adopt the existing defibrillator located on the exterior of McColls store at Hatton Park.

The Town Clerk to arrange for the purchase and installation of the new equipment as soon as possible.

*Cllr J Lester joined the meeting at this point (8.02pm)*

**C21/129 Budget 2022/23**

The Chairman of the Finance & Properties Committee presented the 3<sup>rd</sup> draft of the budget for 2022/23. The Clerk advised that the 2022/23 tax base figures had been received from Herefordshire Council and showed an increase of 53.4 Band D equivalent properties in the parish. This change may result in the individual precept rising or falling by a small percentage against each property even when the parish precept as a whole has not changed.

The final draft of the budget and precept request for 2022/23 will be considered at the 22<sup>nd</sup> December Full Council meeting.

**IT WAS RESOLVED** to receive and note the draft budget.

Cllr Davies requested that public toilets at the eastern end of town be placed on a future Finance & Properties Committee agenda for discussion.

**C21/130 Consultations**

Herefordshire Council Local Plan – Pre-consultation survey

The Town Council is invited to complete the above survey, copies having been circulated. (Deadline 17 January 2022).

**IT WAS RESOLVED** that Members complete the survey individually and return to the Council office for collation.

Collated responses to be considered at the December Full Council meeting.

**C21/131 Outside Bodies**

To receive written reports from Councillors who have attended meetings of the following outside bodies:

- a) Bromyard and District Chamber of Commerce and Industry  
Cllr James reported a well-attended meeting held earlier in the month. Topics discussed were late night noise; irregular policing in the town; antisocial behaviour; Christmas window competition. The Chamber lunch had been held on 21<sup>st</sup> November.
- b) Bromyard Downs Common Association – no meetings held. Next meeting to be held on Wednesday 24<sup>th</sup> November. Cllr Law to attend in Cllr Franklin’s absence.
- c) Bromyard Grammar School Foundation – Cllr Dunne Thomas attended a zoom meeting at which 16 grant applications were approved.
- d) Bromyard Relief in Need – Meeting invitation not received.
- e) Festivals Association – No meeting.
- f) HALC Executive – no report available as Cllr Churchill not present.
- g) Kempson Players – members noted an update, circulated via email by Cllr Hughes.
- h) Public Hall Committee – No report available as Cllr Churchill not present.

**C21/132 Correspondence**

- 1. Email received from a local resident regarding climate emergency requesting that Councillors read the IPCC report or the Chatham House climate report and asking what the Council is doing to address the anticipated impact  
The Town Clerk to circulate the report to Councillors.

All business having been transacted; the meeting closed at 8:18pm

Signed ..... Date .....