



## BROMYARD & WINSLOW TOWN COUNCIL

### FULL COUNCIL

Minutes of The Full Council meeting  
held on Monday 20<sup>th</sup> December 2021 at 7:00pm in  
The Council Chamber, The Old Vicarage, Bromyard.

Minutes  
C21/133 – C21/147

Members Present: Cllrs S Brunsdon (Chairman), F Clark, C Davies, M Franklin,  
G Churchill, L Law, E Nagy, P Nielsen, K Patchett, 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.

#### **C21/133 Apologies**

*LGA 1972 S85 (1)*

Apologies for absence were received from Cllrs Dr D Dunne-Thomas,  
Lady A Hughes, D James, J Lester, and B Quantrill.

#### **C21/134 To receive any Declarations of Interest and written requests for dispensations**

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

Referring to C21/140 Draft Budget 2022/23, All councillors within the precept area of Bromyard and Winslow completed and signed a dispensation form.

#### **C21/135 Public Question Time**

No questions raised.

#### **C21/136 Exclusion of members of the Public and Press**

*LGA 1972 ss 101, 102*

**IT WAS RESOLVED** that due to the confidential nature of the business to be transacted, agenda item C21/147 (commercial sensitivity) would be considered in closed session at the end of the meeting.

#### **C21/137 Full Council Minutes**

*LGA 1972 Sch 12 para 41(1)*

**IT WAS RESOLVED** that the Minutes of Full Council meeting held on 22<sup>nd</sup> November 2021 be confirmed as a correct record, with the following amendment: Cllr P Nielsen to be added to Apologies.

#### **C21/138 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 6<sup>th</sup> December, 2021

##### **2. Finance & Properties Committee**

**IT WAS RESOLVED** to receive and note the Minutes of the Finance & Properties Committee meeting held on 13<sup>th</sup> December, 2021.

Initials..... date .....

**3. Staffing Committee**

**IT WAS RESOLVED** to receive and note the Minutes of the Staffing Committee meeting held on 14<sup>th</sup> December, 2021.

**C21/139 Accounts for Scrutiny**

To approve payment of the following invoices which were received after the Finance and Properties Committee Agenda had been distributed.

Company Name	Description	Net	VAT	Total
EMS Water Ltd	Legionella Awareness Training	335.00	67.00	402.00

**IT WAS RESOLVED** to approve payment of the above invoice.

**C21/140 Draft Budget 2022/23**

Cllr Franklin commended the Draft Budget for 2022/23, with a net expenditure of £314,385 (as recommended by the Finance & Properties Committee) to Council for adoption.

**IT WAS RESOLVED** that the draft budget, as presented, be approved and adopted for the financial year 1<sup>st</sup> April, 2022 to 31<sup>st</sup> March, 2023.

**C21/141 Precept 2022/23**

Following approval of the budget, **IT WAS RESOLVED** to approve a precept request of £240,825 from Herefordshire Council for 2022/23. This is a 0% increase on the previous year.

**C21/142 Consultations**

Herefordshire Council Local Plan – Pre-consultation survey  
Members considered a draft response to the above survey, based on collated comments received from three members.

**IT WAS RESOLVED** that the draft response be approved for submission to Herefordshire Council.

**C21/143 Town Council Car Parks**

In view of the car parking ticket machines being out of order since July 2021, Members considered crediting parking charges for permit holders who had paid charges during this period. (Minute F21/114, 1. Refers)

Following discussion, **IT WAS RESOLVED**, that qualifying permit holders be given free parking for a period of two quarters from January 2022.

**C21/144 Queen’s Platinum Jubilee - Thursday 2nd to Sunday 5th June**

The Platinum Jubilee of Queen Elizabeth II will be marked in 2022 in recognition of the 70th anniversary of her accession to the throne on 6 February 1952.

The following ideas to mark the occasion were suggested:

Red, white and blue bunting for the town

Shop window displays featuring photographs at the time of the Queen’s coronation (in conjunction with Historical Society).

Street party at Kirkham Gardens

Initials..... date .....

Ideas to be further discussed at the next working group meeting on 7<sup>th</sup> January 2022, with interested parties invited to attend.

**C21/145 Covid-19**

Members discussed staff working arrangements in response to the latest government guidelines because of the rapid increase in cases of the now dominant Omicron COVID-19 variant. It was agreed that government guidelines should be followed with staff aiming to work from home where possible. If thought necessary, staff would operate an in-office rota system. Members of the public and Councillors to be seen by appointment to minimise unnecessary contact. Cllr Franklin proposed that to assist with reducing the number of meetings, financial regulations be amended to give the Clerk greater authority to spend on revenue items included in the approved budget.

**IT WAS RESOLVED** that Financial Regulations 4.1 be amended to give the Clerk delegated authority to approve items up to £1,000; The Clerk in conjunction with Chairman of Council or Chairman of the Finance and Properties Committee, for any items up to £2,500; any items over £2,500 to be approved by Full Council.

**C21/146 Correspondence**

The latest HALC information Corner newsletter had been circulated to members by email. Noted.

The meeting moved to confidential session to discuss the next item. C21/136 refers.

**C21/147 Great Places to Visit and Welcome Back Projects**

1. Members considered applications for the Project Manager, for the above projects.

**IT WAS RESOLVED** that the contract for project Manager be awarded to Rose Regeneration.

2. **IT WAS RESOLVED** that authority be delegated to the Town Clerk to make decisions and authorise payments in line with budget in order to progress the project. The Town Clerk to liaise with the Town Mayor, Chairman of Finance & Properties Committee and the Project Manager.

All business having been transacted; the meeting closed at 7:37pm

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