



BROMYARD & WINSLOW TOWN COUNCIL

FULL COUNCIL

Minutes of The Full Council meeting
held on Monday 24th January 2022 at 7:00pm in
The Public Hall, Rowberry Street, Bromyard.

Minutes
C22/01 – C22/19

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

Officers Present: Karen Mitchell (Town Clerk)

Public present: Ward Cllr N Shaw, PC P Browne (West Mercia Police)
3 Members of the public

C22/01 Apologies

LGA 1972 S85 (1)

Apologies for absence were received from Cllr M Stevens (ill health)

C22/02 Declarations of Interest and written requests for dispensations

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

None declared.

C22/03 Policing Matters

PC Browne gave a report on local policing matters, including:

- Antisocial behaviour:- on street drinking; children door knocking; assaults in pubs. PC Browne to investigate the possibility of grant funding through the Police and Crime Commissioner for the introduction of CCTV covering the town centre.
- Weekly speed enforcement checks on main roads in and out of Bromyard. Public encouraged to report problem areas to the police.
- Monthly meet and greet for local residents at Brew café.
- Seeking funding to improve the skatepark at Kempson Players.

C22/04 Public Question Time

No questions raised.

C22/05 Ward Members reports

Cllr N Shaw, Bromyard Bringsty ward

Members had been circulated with a written report from Cllr Shaw covering Bromyard specific matters and elsewhere in the ward area, including:

- Update on Halo centre shower repairs
- Works to re-align junction of Rowberry street/Church Street
- BBLP revised Annual Plan
- Planning enforcement re building debris outside 21A Sherford Street
- Repairs to collapsed drain on A44
- Update on Hop Pole planning application

Bromyard West ward – no report as seat vacant.

IT WAS RESOLVED to note the Ward Member report.

C22/06 Presentation of Bromyard Tourism App for Smartphones

The Director of Bromyard Info, Mr Peter Andrews gave a demonstration of his new 'Visit Bromyard' app, which had been funded by the Town Council in 2020. He advised that the app had been submitted to Google and should be live by the end of the week. Following a question-and-answer session, Mr Andrews was thanked for his presentation and for the welcome addition to Bromyard's tourism marketing toolkit.

C22/07 Chairman's Report

Cllr Brunsdon gave a verbal report to the meeting:

- Advised of an ongoing delay in approval of the Market Towns Investment Plans by Herefordshire Council's Cabinet. It was hoped that this would feature on the February Cabinet agenda.
- Gave a progress report on the Welcome Back and Great Places to Visit Projects. In accordance with the approved plan, a Project Manager had been appointed and a Multi-Disciplinary Team would be appointed by 28th January, 2022.

IT WAS RESOLVED to note the Chairman's report.

C22/08 Town Clerk's Report

Members received the Town Clerk's written report on matters completed and outstanding. In addition, the Clerk reported that A 'New Councillor' Training session has been arranged for Thursday 17th February 2022 between 7 and 9pm in the Council chamber. Training will be delivered by the Chief Executive of the Herefordshire Association of Local Councils.

IT WAS RESOLVED to note the Town Clerk's report.

C22/09 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 items identified for consideration in private session.

C22/10 Full Council Minutes

LGA 1972 Sch 12 para 41(1)

IT WAS RESOLVED that the Minutes of the Meeting held on 20th December 2021 be confirmed as a correct record and signed by the Chairman.

C22/11 Committee Minutes**Planning & Economic Development Committee**

IT WAS RESOLVED to receive and note the Minutes of the Planning & Economic Development Committee meeting held on Tuesday 4th January, 2022.

C22/12 Quarterly Financial Reports

IT WAS RESOLVED to receive the following quarterly reports:

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

C22/13 Queen's Platinum Jubilee - Thursday 2nd to Sunday 5th June

1. Members received a Report from the Platinum Jubilee Working Group and considered the following recommendations:

- a) Street Party to be held at either Town Green/Public Hall, or Kirkham Gardens.
- b) Piper to accompany lighting of the beacon (cost £100)
- c) Church service at St. Peter's parish church, (date to be agreed) possibly followed by a reception.
- d) Red, white and blue bunting (800m estimated cost £1,000)
- e) Commemorative items for school children in the parish

Following discussion, **IT WAS RESOLVED** to approve items a to d. Referring to item e, Members felt that this matter required further research. It was suggested that the Working Group contact the high school and primary schools for a view on what type of commemorative item would be preferred and that the results be reported back to the next meeting

2. Members were invited to put forward additional suggestions or proposals for the Jubilee celebrations:
 - Planting of an oak tree
 - Invite The Rifles Regiment to exercise their freedom of the Town with a march-through.

Any additional ideas to be fed through to the Working Party for investigation.

3. **IT WAS RESOLVED** to delegate authority to the Town Clerk to authorise expenditure within the approved budget (£4,000). The Clerk to liaise with the Working Group and Chairman of the Finance & Properties Committee.

C22/14 Review of Standing Orders and Financial Regulations

Review of Standing Orders and Financial Regulations prior to the implementation of the approved changes to the Council's Committee Structure and meeting schedule as per Minute ref C21/60 Operational Review (05.07.21)

IT WAS RESOLVED to set up a Working Group to review Standing Orders and Financial Regulations. Amendments to be presented to Full Council for consideration and approval.

Members: Cllrs Brunsdon, Clark, Franklin, Law and Robinson.

C22/15 Code of Conduct

Members considered the adoption of the Model Councillor Code of Conduct 2020, copies having been circulated.

NALC's recommendation is for all parish councils to adopt the new LGA (Local Government Association) Code of Conduct which was initiated by central government to enable all tiers of government to sign up to one code, rather than have individual parish council or county codes. The first recommendation in a report from the Committee on Standards in Public Life in January 2019 was to establish a single Code of Conduct and the LGA was tasked to draft that Code, which it did in consultation with NALC and launched in January 2021.

IT WAS RESOLVED to adopt the Model Councillor Code of Conduct 2020.

C22/16 Citizens Advice Herefordshire (Part of Worcester CAB & WHABAC)

A Report on the Bromyard Outreach Service for Quarter 3 - 2021/2022 (October – December 2021) had been circulated to members for consideration.

IT WAS RESOLVED to receive and note the report.

C22/17 Outside Bodies

1. Reports were received from Town Council representatives on the following outside bodies:
 - a) Bromyard and District Chamber of Commerce and Industry – Cllr James reported that Cllr C Davies had been appointed as the new Chairperson.
 - b) Bromyard Downs Common Association - Cllr Law, (standing in for Cllr Franklin) had prepared a written report, which had been circulated to members.
 - c) Bromyard Grammar School Foundation – *no meeting*
 - d) Festivals Association – *no meeting*
 - e) HALC Executive – *no meeting*
 - f) Kempson Players – *no meeting*
 - g) Public Hall Committee – *no meeting*

2. Bromyard Relief in Need
 Following Cllr Clark’s withdrawal as the Town Council’s representative on the Bromyard Relief in Need Charity, Members were requested to nominate a replacement Trustee.

IT WAS RESOLVED that Cllr Dunne-Thomas serve as the Town Council representative on the Bromyard Relief in Need Charity.

C22/18 Consultations

Herefordshire Council is undertaking a six-week consultation on the Herefordshire Local Plan 2021-2041 Strategic Spatial Options. This is the first stage in setting out the draft vision and objectives as well as the broad strategic spatial options for where new housing development should be located and what factors should be taken into consideration.

Closing date for comments: 28th February 2022.

An online meeting for Parish and Town Councils is being organised by Herefordshire Council for Thursday 3 February 2022.

Cllrs Davies and Franklin to attend on behalf of The Town Council.

C22/19 Correspondence

Extraordinary Market Towns Maintenance Fund – The Town Council is advised that Herefordshire Council has awarded the market towns a sum of £750k for town maintenance to be delivered by Balfour Beatty Living Places (BBLP). A meeting will be set up by BBLP with representatives of the Town Council to identify any items it would like the money spent on to support maintenance in the town.

IT WAS RESOLVED that that Cllrs Brunsdon, Franklin, Law and Lester attend the meeting on behalf of the Town Council.

The meeting closed at 8:05pm

Chairman Date