



BROMYARD & WINSLOW TOWN COUNCIL

FULL COUNCIL

Minutes of a meeting of The Council
held on Monday 25th October, 2021 at 7:00pm in
The Council Chamber, Council Offices, Bromyard

Minutes
C21/95 – C21/109

Members Present: Cllrs S Brunsdon (Chairman), Dr D Dunne-Thomas (Vice Chairman), G Churchill, F Clark, M Franklin, Lady A Hughes, D James, L Law, and P Nielsen.

Officers Present: Karen Mitchell (Town Clerk)

Public present: Ward Cllr Nigel Shaw, Mrs K Patchett, Mr B Quantrill and Mr R Shearsmith.

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

C21/95 Apologies

LGA 1972 S85 (1)

Apologies for absence were received from Cllrs Davies (self-isolating), Lester (holiday), Stevens (illness)
Ward Councillor A Seldon.

C21/96 To receive any Declarations of Interest and written requests for dispensations

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

None received.

C21/97 Policing Matters

No report available.

C21/98 Public Question Time

Mr Shearsmith was invited to speak in respect of defibrillators (AED's) in the town. Several machines require new charging sticks/batteries however due to a global shortage, delayed delivery times are to be expected until Christmas at the earliest. Mr Shearsmith recommended that should the Council decide to replace any of the AED's then it would be worth considering a model that caters for children.

Cllr Clark informed members that he has recently undertaken an inventory of the remaining public defibrillators, to assess their operational status. It was noted that the town has a good distribution of defibrillators, however, most are not maintained on a regular basis, and the public are not aware of their locations.

Members thanked Mr Shearsmith for his assessment and advice on this matter.

C21/99 Ward Members reports

1. Cllr Seldon – Bromyard West ward – not available.
2. Cllr N Shaw – Bromyard Bringsty ward written report.
Regarding the reopening of the Halo Centre in December, Cllr Neilsen enquired whether management could accommodate the Tourism Centre, if required. Cllr Shaw agreed to raise this with enquiry the Halo Centre CEO.

IT WAS RESOLVED to note Cllr Shaw's written report.

C21/100 Co-option

1. Members considered applications for co-option to fill 5 casual vacancies on Bromyard and Winslow Town Council (West ward – 4 and East ward -1).

Members welcomed two co-option candidates, Mrs Patchett and Mr Quantrill, to the meeting. It was noted that three other candidates were unable to attend.

The Chairman invited both candidates to introduce themselves and to summarise why they are suitable for the role.

IT WAS RESOLVED that Mr Barry Quantrill and Mrs Krisztina Patchett (representing West Ward) be co-opted to Bromyard and Winslow Town Council.

2. Mrs Patchett and Mr Quantrill 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 Patchett serve on the Planning and Economic Development committee. Cllr Davis will step down from her temporary position with the committee.
- That Cllr Quantrill serve on the Traffic Management committee. Cllr Law will step down from her temporary position with the committee.

C21/101 Chairman's Report

Cllr Brunsdon gave her report:

Events recently attended/ to be attended: -

- Ledbury Civic Service - 3rd October
- Opened the Wellbeing shop with Town Crier on - 7th October
- Ledbury Mop Fair - 11th October
- Shrieval Service Friday - 15th October
- Little Pomona Cider and Perry shop
- Bromyard Development CIC update to follow – next meeting 27th October

The Market Town Investment Plan was not considered by Herefordshire Council on 28th October as originally planned.

C21/102 Town Clerk's Report

The Town Clerk provided members with a verbal report.

- The Remembrance Sunday Service will be held at St Peter's Church on 14th November, starting at 10:30am.
- Welcome Back Fund & Great Places to Visit Fund – the Clerk submitted the draft application to Herefordshire Council for their initial comments. Helpful feedback was received, and the plan was amended accordingly. The Mayor and the Clerk will meet tomorrow to finalise the application before the deadline for submission on 29th October.

IT WAS RESOLVED to note the Clerk's report.

Ward Cllr N Shaw left the meeting at this point.

C21/103 Exclusion of members of the Public and Press

LGA 1972 ss 101, 102

There were no agenda items identified for exclusion.

C21/104 Full Council Minutes

LGA 1972 Sch 12 para 41(1)

To confirm as a correct record and sign the Minutes of the Full Council meeting held on 27th September 2021.

IT WAS RESOLVED that the Minutes of Full Council meeting held on 27th September 2021 be confirmed as a correct record and signed by the Chairman.

C21/105 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 4th October 2021.

2. Finance & Properties Committee

2.1 **IT WAS RESOLVED** to receive and note the Minutes of the Finance & Properties Committee meeting held on 11th October, 2021.

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

2.3 Members considered the following Finance & Properties Committee recommendations:

2.3.1. F21/88 Working Party

To appoint additional volunteers to serve on a Gardening Working Party.

Cllr Clark volunteered to join the Gardening Working Party if the Town Council Gardener would also join. Additional members could be recruited from outside the Council.

2.3.2 F21/90 Defibrillators

That the Full Council be recommended to support 'in principle' taking on responsibility for defibrillators in the town, and that expert advice be sought regarding the optimal number and specification of machines required.

IT WAS RESOLVED to support 'in principle' taking on responsibility for defibrillators in the town, and that expert advice be sought regarding the optimal number and specification of machines required.

2.3.3. F21/96 Budget

- That the quotation from R Wilks for floral decorations for 2022 be approved in the sum of £6,889.63 plus VAT.

IT WAS RESOLVED to approve a quotation from R Wilks for floral decorations for 2022 be approved in the sum of £6,889.63 plus VAT.

- That the Full Council be recommended to maintain the annual grant to the Kempson Players Committee at the £3,000 level, and that the secretary be advised that funds for other projects can be applied for during the year from the general grants fund.

IT WAS RESOLVED to maintain the annual grant to the Kempson Players Committee at the £3,000 level. The secretary will be advised that funds for other projects can be applied for during the year from the general grants fund.

3. Traffic Management Committee

3.1 **IT WAS RESOLVED** to receive and note the Minutes of the Traffic Management Committee meeting held on 18th October, 2021.

3.1 Members considered the following Traffic Management Committee recommendation:

TM 21/17 - Correspondence

That Full Council be recommended not to support the request to increase parking times in the town square from one to four hours due to the limited parking at that end of the town.

IT WAS RESOLVED that Full Council be recommended not to support the request to increase parking times in the town square from one to four hours due to the limited parking at that end of the town.

C21/106 Citizens Advice Herefordshire (Part of Worcester CAB & WHABAC)

To receive the Report for the outreach service for Quarter 2 - 2021/2022 (July – September 2021).

IT WAS RESOLVED to receive and note the report.

C21/107 Budget 2022/23

To receive the 1st draft of the budget for 2022/23.

Cllr Franklin presented the draft budget to members and highlighted the Council's plans for expenditure in 2022/23. Cllr Franklin encouraged suggestions from members of projects, not previously identified, that could be included in the final budget.

IT WAS RESOLVED to receive and note the draft budget.

C21/108 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 was held on 6th October - arrangements for the Town's Christmas celebrations were discussed.
- b) Bromyard Downs Common Association – no meetings held.
- c) Bromyard Grammar School Foundation – still has not received any information or invite to a meeting from the foundation.
- d) Bromyard Relief in Need – still has not received any information or invite to a meeting from the foundation.
- e) Festivals Association – members noted an update, circulated via email by Cllr Brunsdon.
- f) HALC Executive – no meetings held.
- g) Kempson Players – members noted an update, circulated via email by Cllr Hughes.
- h) Public Hall Committee – no meetings held.

C21/109 Correspondence

- 1. The next Parish Council Summit will be held on Monday 6 December at 7pm. The Council is requested to state its preference for an 'in person' or Zoom meeting.
IT WAS RESOLVED to state that a preference for an in-person meeting. Cllrs Franklin, Law and Neilsen to attend.
- 2. To note any other items of correspondence received.
Members noted that Herefordshire Council is conducting a pre-consultation survey for Local Plan (deadline 17 January 2022). Members were provided with a copy of the survey which will be discussed at the next Full Council meeting.

All business having been transacted; the meeting closed at 8:06pm

Signed Date