



BROMYARD & WINSLOW TOWN COUNCIL

FULL COUNCIL

Minutes of The Extraordinary Full Council meeting
held on Monday 25th September, 2023 at 7:00pm in
The Council Chamber, The Old Vicarage,
1 Rowberry Street, Bromyard.

MINUTES
C23/92-C23/98

Members Present: Dr D Dunne-Thomas (Chairman), M Franklin (Vice-Chairman),
E Brazier, G Churchill, F Clark, C Davies, L Holman, L Law, R Page.

Officers Present: K Mitchell (Town Clerk)

Also present: 5 members of the public

The fire and evacuation procedure was read to the meeting.

C23/92 Apologies

LGA 1972 S85 (1)

Apologies for absence were received from Cllrs P Andrews, J Lester, P Nielsen,
C Robinson and M Stevens.

C23/93 Declarations of Interest and written requests for dispensation

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

The following Councillors declared 'other' interests in respect of agenda item
C23/95:

Cllr Franklin - resident living in the vicinity of Westfield Close/Highwell Avenue;
Church Warden of St. Peter's church, off Church Lane.

Cllr Dr Dunne-Thomas – resident of Frog Lane.

Cllr Holman – resident of New Road; Place of work - The High Street.

C23/94 Exclusion of members of the Public and Press

LGA 1972 ss 101, 102

There were no items identified for consideration in private session.

C23/95 Balfour Beatty Living Places (BBLP) - Extraordinary Market Towns Maintenance Fund 2023/24

Members reviewed an updated list of items to be delivered through the
Extraordinary Market Towns Maintenance Fund (copies having been circulated)
and ranked them in order of priority for completion in the 2023/24 financial year.
Members were advised that items on the bottom of the list could potentially be
removed due to a shortfall in Balfour Beatty's available budget (170-180k) for the
current financial year.

Following discussion, **it was RESOLVED** to submit the following list of prioritised
items to BBLP:

Initial.....Date.....

		Location	Works	Budget
1	Resurfacing	Church Lane	Resurfacing	£30,000
2	TRO	Frog Lane	Prohibition of Motor Vehicles - Delivery of TRO	£10,000
3	Transport	A44	Bus stop relocation works - construction	£95,000
4	Street Signs	Clover Road	Metal railing needs to be replaced	£15,000
5	Street Signs	Bromyard	Remedial work on all degraded or damaged street signs	TBC based on number of signs required.
6	Street Signs	Westfield Cl.	Replace missing signs	£1,000
7	Street Signs	Highwell Av.	Replace missing signs	£1,000
8	Street Signs	Little Hereford St.	Replace peeling sign.	£1,000
9	TRO	New Road	Parking Changes. Delivery of TRO	£10,000
10	Traffic Management	Cruxwell St	Construction of Pedestrian Crossing	£50,000
11	TRO	A465	Extension of 30mph. Delivery of TRO	£10,000

C23/96 Neighbourhood Development Plan

Members expressed their views, for and against the preparation of a Neighbourhood Plan for the parish of Bromyard and Winslow.

Main points for:

Opportunity to inform the review of the Herefordshire Council Local Development Plan and work in tandem to influence policies for Bromyard.

Tailored policies for Bromyard reflecting community views.

Opportunity to work with neighbouring parish to address employment land issue and develop a 'wider' strategy.

Would help utility providers to plan for the future of Bromyard.

Main points against:

Time, effort and financial constraints.

Limited impact; must accord with the Core Strategy/Local Development Plan.

Lack of necessity - existing policies in place address the needs of the community.

Lack of 5 hectares of employment land.

Following discussion, **it was RESOLVED** to agree in principle to develop a Neighbourhood Development Plan and to set up a Steering Group to take the matter forward and to investigate cooperation with neighbouring parishes to try to resolve the employment land issue and develop a wider plan.

C23/97 External Audit 2022/23

The External Auditors, PKF Littlejohn LLP have completed the review of the Annual Governance & Accountability Return (AGAR) for the year ended 31st March 2023 and have issued the External Auditor Report and Certificate (copies having been circulated). The Clerk advised that no action was required in respect of the transposed figure in section 2 box 8 as it related to the prior year figure which had been correctly reported in the 21/22 AGAR.

Initial.....Date.....

It was **RESOLVED** that the External Auditor Report and Certificate for the year ended 31st March 2023 be received and noted.

C23/98 Staffing Matters

It was **RESOLVED** to approve the following recommendation from the Staffing Committee meeting held on Tuesday 19th September:

S23/12 That the additional funds required to cover the costs of increased hours for the Handyperson and Gardener vacancies be met from the Staffing Contingency Earmarked Reserves for the current financial year.

There being no further business to transact, the Chairman closed the meeting at 8:07pm

Chairman Date