



BROMYARD & WINSLOW TOWN COUNCIL

FULL COUNCIL

Minutes of The Full Council meeting
held on Monday 26th February 2024 at 7:00pm in
The Council Chamber, The Old Vicarage,
1 Rowberry Street, Bromyard.

MINUTES
C24/04 - C24/24

Members Present: Dr D Dunne-Thomas (Chairman), M Franklin (Vice-Chairman),
P Andrews, N Brookes, G Churchill, F Clark, C Davies, L Holman,
L Law, P Nielsen, R Page, and M Stevens.

Officers Present: K Mitchell (Town Clerk)
In attendance: Herefordshire Cllr P Stoddart - Bromyard Bringsty ward
6 Members of the public

The Chairman read out the Fire and Emergency evacuation procedure.

C24/04 Apologies

LGA 1972 S85 (1)

Apologies for absence were received from J Lester and Cllr C Robinson.

C24/05 Declarations of Interest and written requests for dispensations

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

Cllr C Davies declared a Non-registrable Interest in P24/17 as a Herefordshire Councillor.

Cllr L Law declared a Disclosable Pecuniary Interests (DPI) in C24/13,2.2 (PR24/08) as a parking permit holder at Rowberry St car park.

Cllr L Holman declared a Non-registrable Interest in C24/13,3 as a resident of New Road.

Cllr G Churchill declared Non-registrable Interests in C24/13 due to a familial connection and C24/16 as Vice-chair of HALC. She also declared a DPI in C24/18 as a Trustee of Bromyard Recreation Ground (Kempson Players)

Cllr P Andrews declared a DPI in C24/13,2.2 as a regular user of the Rowberry Street car park.

At this point, Cllr Page proposed a motion stating that if the council's business could not be concluded by 9pm, the meeting should be adjourned and re-convened within a period of 7 days. The motion was put to a vote and carried.

C24/06 Policing Matters

Apologies were received from the Bromyard Safer Neighbourhood Team (SNT) for their absence at the meeting due to training. A written update on local matters, including the challenges faced by the community speed watch initiative due to slow vetting processes, was received and would be circulated. However, it was noted that a new Speed Watch officer was now in position, and with the vetting department catching up, it presented an opportunity to recruit more volunteers and to re-launch the initiative.

C24/07 Public Question Time

A member of the public referred to an email circulated by a Councillor to members of the Planning and Economic Development Committee. The contents of this email had been shared with this individual who was concerned by a

statement opposing their involvement due to their strong views about a developer. The Councillor clarified that his intention was not to question this person's expertise but to express his opinion with his fellow Councillors, referencing a previous public statement made by the member of the public regarding their long-standing battle with the developer. The Councillor offered an apology for any perceived offence caused, which was accepted.

A member of the public directed a question to the Herefordshire Council Ward Councillors concerning a disparity in the time taken to resolve footpath issues at the Hardwick Bank development which has been resolved within 12 hours, contrasted against one at the end of Pannier's Lane which was still unresolved after more than a year. Cllr Page responded that the latter was subject to a re-consultation due to a material change in the application.

C24/08 Ward Members Reports

Written reports (copies having been circulated) from Cllr C Davies - Bromyard West ward and Cllr P Stoddart - Bromyard Bringsty ward, were received and noted.

C24/09 Chairman's Report

The Chairman's written report, copies having been circulated with the agenda, was received, and noted.

C24/10 Town Clerk's Report

The Clerk apologised, explaining that due to a heavy workload she had not been able to complete a written report in time for the meeting. Noted.

At this point, Cllr Clark gave his apologies and left the meeting due to feeling unwell.

C24/11 Exclusion of members of the Public and Press

LGA 1972 ss 101, 102

The were no items identified for consideration in private session.

C24/12 Full Council Minutes

LGA 1972 Sch 12 para 41(1)

It was RESOLVED to confirm as a correct record and sign the Minutes of the Full Council meeting held on 18th December 2023 and the Extraordinary Full Council meeting held on 6th February 2024.

C24/13 Committee Minutes

1. Planning & Economic Development Committee

1.1 **It was RESOLVED** to receive and note the Minutes of the Planning & Economic Development Committee meetings held on 8th January 2024 and 5th February 2024.

1.2 Members considered the following recommendations from the Planning & Economic Development Committee meeting held on 5th February 2024.

P24/17 Notice of Motion 01/24

To accept the following motion to obtain legal opinion, at a cost of £3,000 + vat.

"1. On the advice of Highways Consultant, John Lloyd of Flow Consult, it is proposed to instruct Planning Counsel, Piers Riley-Smith of Kings Chambers, Birmingham to give advice regarding the following:

a) *Re: Gladman P190111/O refused application (October 2023) (which the Town Council has determined to oppose), as circumstances have changed since refusal, which the Appellant may use as a comparator in the event of an appeal, what weight, if any, could this comparator carry?*

b) *Planning Application P163932/O. Due to the imposition of a S106 in lieu of a S278 late in the afternoon prior to Herefordshire Council’s Planning & Regulatory Committee meeting at 10 am the following day, which was a material change, did the Local Planning Authority err in its statutory duty to re-consult, thus denying the Town Council its legal rights, contrary to law and the Nolan Principles?*

2. *That the Vice Chair of the Planning & Economic Development Committee and pro bono Consultant Professor Mark Whitehorn be authorised to enter consultation with Counsel once instructed by the Proper Officer”.*

Following a comprehensive discussion of agenda items 1a and 1b, where members expressed their views both in support and against the motion, a named vote was requested.

For: Andrews, Holman, Nielsen, Page
 Against: Brookes, Dunne-Thomas, Franklin, Law Stephens
 Abstentions: Churchill, Davies

The motion was lost. Consequently, agenda item 2 became irrelevant and was therefore disregarded.

At this point, Cllr Nielsen gave his apologies and left the meeting due to feeling unwell.

2. Properties Committee

2.1 **It was RESOLVED** to receive and note the Minutes of the Properties Committee meeting held on 15th January 2024.

2.2 Members considered the following recommendations from the Properties Committee meeting held on 15th January 2024.

Having declared DPI’s in the following item, Cllrs Andrews and Law left the meeting during consideration and voting of PR24/08.

PR24/08 Car Park Fees - It was RESOLVED to approve the following changes to car parking charging hours and fees in the Rowberry Street and Tenbury Road car parks.

Rowberry Street Car park

Parking period	Existing charge	Proposed charge
Up to 1 hour	free	50p
Up to 2 hours	50p	£1.00
Up to 3 hours	70p	£1.50
Up to 4 hours	£1.00	£2.00
Over 4 hours	£2.00	£3.00
Unreserved parking permit per annum	£200.00	£250.00

Reserved parking permit per annum	£300.00	£350.00
Charging hours:	Existing charging hours	Proposed charging hours
	Monday to Saturday: 8am to 6pm. (excluding Bank Holidays) Sunday: Free	No change

Tenbury Road Car park

Parking period	Existing charge	Proposed charge
Up to 1 hour	50p	50p
Up to 2 hours	£1.00	£1.00
Up to 3 hours	£1.20	£1.50
Up to 4 hours	£1.30	£2.00
Over 4 hours	£1.50	£3.00
Unreserved parking permit per annum	£240.00	£250.00
Charging hours:	Existing charging hours	Proposed charging hours
	Charges apply 8am to 6pm seven days a week (excluding Bank Holidays)	Monday to Saturday: 8am to 6pm. (excluding Bank Holidays) Sunday: Free (<i>removal of charges on Sunday</i>)

Cllrs Andrews and Law re-joined the meeting at this point.

PR24/09 Allotment Fees – It was RESOLVED to increase allotment fees from £65 per allotment plot per annum to £75 per allotment plot per annum.

PR24/10 Draft Policy for use of Council Property – It was RESOLVED to approve and adopt the draft policy for the use of council property with the inclusion that bouncy castles can be used provided there is adequate insurance cover in place and that they manned by the event organiser in accordance with the terms of their insurance.

3. Traffic Management Committee

3.1 **It was RESOLVED** to receive and note the Minutes of the Traffic Management Committee meetings held on 22nd January 2024.

3.2 To consider the following recommendations from the Traffic Management Committee meetings held on 22nd January 2024.

TM 24/04 A44 Speed Awareness - Community Speedwatch

That a strongly worded letter be sent to the PCC John Campion, asking when training will be provided to the existing volunteers, who have all passed their DSB checks.

In light of the information provided by the Police at C24/06 **it was RESOLVED** to defer this item until a future meeting.

TM 24/06 Traffic Matters

1. HGV diversion route

To request that the Local Highways Authority (LHA) undertakes a review of the HGV signage in Bromyard and surrounding routes.

2. New Road junction with the High Street

To submit a request to the LHA for the installation of permanent flexi bollards on the corner like those located near the launderette. The bollards should cover the entire area where there are double yellow lines painted on the road.

3. New Road junction with the High Street

That the planters are repositioned to prevent parking on the corner.

It was RESOLVED to approve the recommendations listed 1-4 above.

4. PSCO Sue Berrett

It was RESOLVED to write to PCSO Berrett to thank her for her years of service to the community and to wish her well in her new role.

TM 24/07 Correspondence

Highway flooding between Pencombe and Crowles Ash.

It was RESOLVED to notify the LHA about this issue and request that they carry out the necessary work to rectify the problem.

4 Finance Committee

4.1 **It was RESOLVED** to receive and note the Minutes of the Finance Committee meetings held on 12th February 2024. *Cllr M Franklin*

4.2 Members considered the following recommendations from the Finance Committee meeting held on 12th February 2024.

F24/06 – Internal Audit

It was RESOLVED that the interim internal audit report for the year ended 31st March 2024 be accepted and to approve the agreed actions in response to the internal audit points listed 1-4.

F24/08 – Financial Controls

1. **It was RESOLVED** to adopt Financial Regulations without any changes until such time as the updated model regulations currently being revised by NALC, are made available.
2. **It was RESOLVED** that the following documents be adopted without change:
 - Management of Internal Control Systems
 - Internal Financial Controls – Day to Day Procedures

F24/09 – Financial Policies and Procedures

1. **It was RESOLVED** that the Grants Policy & Procedure, and the Reserves Policy be adopted without change.
2. **It was RESOLVED** that the Risk Management Policy & Assessment be adopted as amended.

C24/14 Armed Forces Week – 24th to 29th June 2024

1. To receive the Notes from the Armed Forces Day Working Group meetings held on the 11th September 2023, 3rd January 2024 and 7th February 2024,

and to endorse the plans therein. Copies having been circulated with the agenda.

It was RESOLVED to defer consideration of this item to give members time to read the meeting notes and to notify in writing any questions or concerns that they have.

*In the interest of members of the public present and considering the late hour, **it was RESOLVED** to prioritise agenda Item C24/22 Worcester Bromyard Leominster Greenway, and move it up in the order of business.*

C24/22 Worcester Bromyard Leominster Greenway,

Referred to Full Council by the Finance Committee (F23/55 refers).

A representative of the Worcester Bromyard Leominster Greenway CIC, reported that an application to list the track bed as an Asset of Community Value, had been submitted under the Localism Act 2011. This would mean that if the land in question comes up for sale the community would be able to bid for it.

Following discussion, **it was RESOLVED** to support the application and to join a consortium to promote the concept of a shared space for the Greenway and Linton Light Railway between Bromyard and the Linton industrial estate.

*Due to the lateness of the hour, **it was RESOLVED** that the meeting be adjourned and reconvened within 7 working days to consider the remainder of the business itemised on the agenda:- C24/14,2; C24/15; C24/16; C24/17; C24/18; C24/19; C24/20; C24/21; C24/23; C24/24.*

The Chairman adjourned the meeting at 8:59pm

CHAIRMAN

DATE