

BROCKHAMPTON GROUP PARISH COUNCIL

MINUTES of the meeting of Brockhampton Group Parish Council held on Thursday 21st May 2015 at 8.00pm at Bromyard & Winslow Town Council Chamber, Old Vicarage, Rowberry Street, Bromyard

Present: Cllr J Fellows (Chairman), Cllr P Friend (Vice-Chairman), Cllrs H Allan, D Cave, S Simpson, D Boddington, R Steeds and C Brazier.

In attendance: Cllr N Shaw (Ward Councillor for Bromyard/Bringsty), Mary Seldon (Clerk) and 2 members of the public (James Hawkins - Chairman of BDCA).

15/38 **Election of Chairman** to the Council 2015/16

Cllr Cave proposed Janet Fellows for Chairman, seconded Cllr Allan and **RESOLVED**.

15/39 **Election of Vice-Chairman** to the Council 2015/16

Cllr Allan proposed Paul Friend for Vice-Chairman, seconded Cllr Simpson and **RESOLVED**.

15/40 To accept **Apologies for Absence**

Apologies had been received from Cllr Williams

15/41 To receive **Declarations of Interest**

None were declared.

15/42 To approve the **Minutes of the Meeting**: Thursday 16th April 2015

Proposed Cllr Cave, seconded Cllr Brazier and **RESOLVED**. The Minutes were duly signed by the Chairman as a true record.

15/43 To discuss options for co-option for the vacant seats on the Council.

There was some discussion as to the way forward to fill the vacant seats on the Council and it was **AGREED** to advertise and spread the word verbally.

The Clerk was asked to look at the possibility of reducing the size of the Council in proportion to the size of the electorate.

15/44 **Public Participation** – members of the public are allowed 10 minutes to address the Council

James Hawkins was asked if he was in attendance to comment upon the letter received from the CEO of Herefordshire Wildlife Trust – as this was to be discussed later on the agenda. Mr Hawkins spoke about the good relationship between the Parish Council and the BDCA and how everyone was working in a positive way for the Downs, and that a lot of the work that had been carried out was about the safety of users and drivers on the Downs area. He felt that communications had been an issue in the past – but hopefully this had now been resolved. He asked that if any future works were mutually planned that either himself as Chairman or Hannah Welsh as Project Manager could be present to ensure past issues were no longer a problem.

15/45 To receive **reports** from:

Police Liaison Group – Cllr Williams was not present

Bringsty Common – Cllr Friend gave an update on the drover's pond project as it was now coming to a close. Grass and bracken cutting were being planned for the forthcoming year.

BDCA – Cllr Cave said there was nothing further to add from the BDCA that had not already been discussed.

15/46 **Financial Matters:**

i) To approve **accounts for payment:**

Staff Costs including HMRC PAYE: £234.78

Broker Network Ltd: £287.40

AGREED by all.

ii) Annual Financial Return:

- a) To approve all end of year (1st April 2012/31st March 2013) accounts
- b) To complete and sign the annual external audit return
- c) To complete and sign the annual governance statement

AGREED by all.

iii) To approve **Bank Reconciliation** to 21st May 2015

iv) To approve **Income and Expenditure** to 21st May 2015

AGREED by all.

15/47 To discuss response to the recent letter from the CEO of **Herefordshire Wildlife Trust** Cllrs Friend and Brazier had previously put forward their response to the letter received from HWT and these were distributed. There was much discussion as to the best response from the Parish Council. The following points were put forward:

- HWT should have dealt directly with BDCA as their contractor and then let the BDCA take up any problem with the Council.
- Not the position of BGPC to ask permission from HWT to work on the Downs
- Discharged our duty to parishioners in safety and ditch work
- Work had been carried out in conjunction with and with the approval of the BDCA

Cllr Brazier proposed that a letter be written to the CEO of HWT thanking him for his communication and stating that BGPC will continue to cooperate and consult with the BDCA.

RESOLVED

15/48 To discuss the joint refurbishment of the **Downs Car Park with the BDCA.**

The Vice-Chairman of the BDCA had asked that the Council contribute to works to the official car-park on the Downs. He provided two quotations for materials for the wooden barriers and some picnic benches and was willing to do the work himself. It was AGREED that a small group of Councillors discuss this site with Mr Hiley as the car park does indeed need attention – but members of the Council felt that other parts of the car-park should have priority – for example a disabled access by the small bridge. It was also suggested that Bromyard and Winslow Town Council be asked to contribute as those living in the town used the facility.

15/49 Matters for **future consideration**

- Number of councillors
- Website
- 20mph speed limit BDCA
- Linton Tile Works access
- The revival of the smaller council meeting – individual parishes
- Councillors were asked to draw up a list of concerns for Cllr Shaw

**DATE OF NEXT MEETING:
Thursday 18th June 2015**