

BROCKHAMPTON GROUP PARISH COUNCIL

MINUTES of the meeting of Brockhampton Group Parish Council held on Thursday 19th September 2013 at 7.30pm at Brockhampton Primary School

Present: Cllr J Fellows (Chairman), Cllrs G Swinford, D Boddington, H Allan, R Steeds, G Williams, D Cave, B Omar and S Brace.

In attendance: Mrs M Seldon (Clerk)

The Chairman welcomed everyone back after the summer break. Cllr Fellows then reported the sad news of the recent death of Rod Alexander and Cllr Swinford gave a resume of his memories of this retired councillor and stalwart member of so many committees in the area.

13/87 To accept **Apologies for Absence**

Apologies had been received from Cllrs P Friend, M Land, K Rock, S Simpson and C Brazier

Absent: Cllr K Young

It is to be noted that Cllr Steeds offered his apologies for the previous meeting, as he had been unable to do so in advance of that meeting. These were accepted by the Chairman.

13/88 To receive **Declarations of Interest**

There were none to declare at this point in the meeting.

13/89 To approve the **Minutes of the Meeting:**
Thursday 18th July 2013

Proposed Cllr Cave, seconded Cllr Williams and **APPROVED** by all and signed by the Chairman as a true record.

13/90 **To co-opt** Dr Basil Omar onto the Parish Council

Dr Omar was proposed for co-option by Cllr Boddington, seconded Cllr Cave and **AGREED** by all. The Declaration of Acceptance of Office of Councillor form, and the Notice of Registrable Interest form were both completed and signed by Dr Omar and the Clerk. These would now be returned to the Electoral Office in Hereford, together with the Notification of Arrangement to Comply with Local Government Act 2000 details completed by the Clerk.

Cllr Omar said a few words about his family background and connections with the area. Cllr Fellows welcomed him to the Parish Council.

13/91 **Clerk's Report:**

- **CiLCA** – the Clerk had completed her portfolio and sent it off for assessment. Of the 26 sections she had been requested to re-submit 4, which she hoped to do in the next few months.
- **Balfour Beatty** – the Clerk distributed details of the official lines of communication for all with Balfour Beatty and outlined the launch evening she had attended.
Action: Cllrs were asked to compile a list of previous areas of concern around the three parishes in order that they might be re-submitted to Balfour Beatty for action.
- **Precept request** – the Clerk had received the 2014/15 Precept request from Herefordshire Council, and it was **AGREED** that the budget would be discussed at the November meeting, and then checked over at the January meeting, before submitting before the deadline 31st January.

- **Consultations** – the Clerk listed recent Consultations:
 - Housing Site Assessment
 - Post 16 special educational needs transport policy consultation
 - School transport policy consultation - nearest school – it was **AGREED** that the Clerk should liaise with Cllr Land and complete this consultation for review at the next meeting in order to submit by the deadline of Friday 18th October.
- **External audit** – all accounts had been returned by Grant Thornton, the external auditors and approved. They had incurred a fee on this occasion, as the Parish Council turnover was greater than the limits prescribed by Grant Thornton for dispensation for a free audit.
- Car Share

13/92 **Public Participation** – members of the public are allowed 10 minutes to address the Council
No members of the public were present

13/93 **Report from the Ward Councillor** - Cllr Gary Swinford
As Cllr Swinford had started the meeting with his thoughts on the death of Rod Alexander, he had nothing further to say.

13/94 To receive **reports** from:

Community Led-Plan Steering Group – Cllr Fellows reported on the recent meeting. A great deal of CLP funding had recently been withdrawn, but the steering group had managed to agree a budget and had completed their application for a grant. The grant would take into account the monies set aside in the Parish Council budget for the CLP.
Whilst another member of the parish had joined the steering group Cllr Fellows was still unsure that there was sufficient interest among the community for this to continue.

BDCA and Bringsty Common – in the absence of Cllr Friend there was nothing to report.

Police Liaison Group – Cllr Williams reported that the next meeting of the group would take place at the beginning of October.

Parish Council proposal to extend Brockhampton School Car Park - in the absence of Cllr Friend this was postponed until the next meeting

13/95 **Financial Matters:**

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

Mary Seldon Net Salary 06: £182.60

Expenses incurred by the Clerk: £56.80

Brockhampton Primary School: hire of room fee £20

Grant Thornton Audit fee: £120.00

APPROVED for payment by all

The Clerk notified Councillors that there had been two funerals in the parishes since the Parish Council had resigned from the burial committee. She had been in contact with Handley Funeral Directors and costs were as follows:

Leonard John Jones, Spring Cottage - opening of an existing plot: total cost £288 - BGPC contribution: £144

Roderick Alexander, Bank House - new burial plot: total cost £1406 - BGPC contribution: £703

Total amount payable via Handley Funeral Directors: **£847.00**

APPROVED by all.

ii) To approve **Bank Reconciliation** to 19th September 2013

iii) To approve **Income and Expenditure** to 19th September 2013

APPROVED by all.

13/96 To discuss the problem of **speeding in the parish** with reference to the B4203/Downs Road

The Clerk summarised the progress to date since this had been discussed at the last meeting: The Road Safety Partnership had been informed of the problem and had passed on the details to Robert Haynes (Traffic Management Advisor of Hereford Police). The Clerk had been in correspondence with Mr Haynes both by email and telephone and the area in question discussed. Mr Haynes had suggested that he then take these details on to a meeting in early October with the Road Safety Partnership and that a speed-monitoring device could be placed on the road. The Clerk was anxious that this should go ahead and suggested that she write to Mr Haynes with suggestions of appropriate places for the speed- monitoring device. Cllrs felt that the best place would be outside the old Wesleyan Chapel (Lexington, Norton, HR7 4PD).

The additional problem of lorry drivers missing the industrial estate turn and then having to turn around was also discussed with Mr Haynes, who was aware too that Bromyard Town Council had recently spent a great deal of money on new signage for the industrial estate.

Cllr Friend had also looked into the possibility of there being a special speed limit for AONB and beauty spots – allowing people to drive slowly to enjoy the view and had been unable to find any reference to this.

Cllr Brazier had also sent along a request to discuss the point on the B4203 at a property called ‘Willowbrook’, who had recently put several trailers on the verge outside their property for hire. This was felt to be an extra distraction on a dangerous bend. The Clerk suggested that the first action could perhaps be to write an informal letter asking them if they realized they needed planning permission for change of use and whether highways had been informed, as there was now something on the verge. This was AGREED, with further, more formal action being taken if the letter was not answered.

13/97 To discuss ideas for forthcoming **World War I commemoration**

Whilst this was discussed it was agreed to defer until the next meeting in order to organise a possible collaboration with Brockhampton Primary School.

It was suggested that the Clerk contact the Bromyard and District Local History Society with a view to contacting families from the area who had lost someone in the First World War.

Councillors were also keen to work with the Bromyard branch of the Royal British Legion.

13/98 Matters for **Future Consideration**

- Dog bins - ask Balfour Beatty about revised locality working
- Welcome pack – the Clerk to organise a draft for new members of the community
- New traveller's site