

# **BROCKHAMPTON GROUP PARISH COUNCIL**

## **MINUTES of the meeting of Brockhampton Group Parish Council held on Thursday 20<sup>th</sup> March 2014 at 7.30pm at Brockhampton Primary School**

**Present:** Cllr P Friend (Vice Chairman), Cllrs G Swinford, S Brace, D Cave, S Simpson, R Steeds, K Young, K Rock, C Brazier, H Allan, G Williams

**In attendance:** Mrs Mary Seldon (Clerk) and Mr. Peter Cliffe for the first item

*A short presentation from Peter Cliffe of Helping Hands Project took place  
at the beginning of the meeting*

*Cllr Friend chaired the meeting in the absence of Cllr Fellows.*

14/30 To accept **Apologies for Absence**

Apologies had been received from Cllrs J Fellows, D Boddington and M Land

14/31 To receive **Declarations of Interest**

There were none to declare.

14/32 To approve the **Minutes of the Meeting:**

Thursday 20<sup>th</sup> February 2014

Proposed Cllr Cave, seconded Cllr Steeds. **APPROVED** by all

14/33 **Clerk's Report:**

Update on the discussions from the February meeting and points of information not included in the agenda:

- Polling station consultation - the Clerk had made contact with Jeremy Holden at Holden Vintage and Classic and he had made a positive response about the possibility of using of the building at the 2015 elections and the Clerk had passed this information on to the Electoral Office at Herefordshire Council.
- Communication with the Project Manager - Bromyard Downs Common Project  
The Clerk had contacted Hannah Welsh and invited her to speak at the Annual Parish Meeting on Thursday 15<sup>th</sup> May and she had willingly agreed. She would also try to attend some ordinary council meetings to update councillors. The Clerk had invited her to also attend the Off the Record Business Breakfast which took place on 12<sup>th</sup> March and she was pleased to meet with local businesses, social groups, councillors and schools. In addition the Clerk had asked if the BDCA would be interested in having a page on the Parish Council website. Information had been sent and this was not up with a view to a regular update.
- Bromyard Relief in Need Council Representative  
The Clerk had contacted Sue Hadley to ask if she would be interested in continuing as the council representative on the Bromyard Relief in Need Charity Trustees and she had agreed for a further five years. The Clerk had given this information to the new treasurer of the charity.
- Speeding – Stourport Road and Downs Road  
Further to the last meeting the Clerk had contacted Bob Haynes the Traffic Management Advisor at West Mercia police regarding the placement of the speed recording equipment. This had been acknowledged but answer received as yet. The Clerk had also contacted Balfour Beatty about the possibility of erecting a Speed Indicator Device (SID) at some

point or points within the parishes. This too had been acknowledged and the information passed to the traffic team, but again no other response had been received.

The Clerk reported that on Monday 31st March she would be attending a regional SLCC meeting that was based on a community speed watch initiative in another parish and she would report back at the next meeting.

- Burley Lane bottom flooding and the blocked ditches from Burley Lane up to Washcroft farm, plus the ditches on the B4203 had been reported and all had an enquiry number and were waiting for the relevant inspector to assess the work required.
- Lengthsman Scheme - the Clerk had applied for the PC to join this scheme, but had not yet heard if the application had been successful.
- Other necessary work and contractors had also been contacted - but would be discussed later in the meeting.
- The Clerk reported that she had been successful in winning a competition organised by the SLCC, the result of which meant that she was able to attend a two day international symposium in Brussels for Clerks to compare their work and democratic systems and visit several different government buildings. The symposium is organised by the International Institute of Municipal Clerks which is based in California and is called 'Broadening Horizons'. The Clerk had written 150 words on why she should be chosen for this opportunity and the SLCC had now paid for membership of the IIMC, the symposium and gala dinner and some money towards travel and accommodation.

14/34 **Public Participation** – members of the public are allowed 10 minutes to address the Council

No members of the public were present

14/35 **Report from the Ward Councillor** - Cllr Gary Swinford

- Deputy Police and Crime Commissioner to Herefordshire Council - Scrutiny Committee
- £15million to be spent on C roads and unclassified roads
- Bus services consultation - on website
- Cabinet member responsible for broadband coming to Bromyard and District and Chamber of Commerce - will report back at the next meeting
- Porthouse Application - 76 houses and 6 industrial units going through - this will probably not go through to committee
- Tesco - will go to committee, probably in May
- Linton Industrial Estate access road
- David Hancock - work has been completed
- 5 houses next to Linton Court - waiting for a noise report

14/36 To receive **reports** from:

**BDCA and Bringsty Common** - Cllr Friend reported.

BDCA - Hannah Welsh employed, working hard and getting people motivated.

Bringsty - no tree work to date as too wet so far. Topograph needs re-inking so not in position.

Lottery grant now in for Drover's pond.

Possible project to restore ponds on the commons and link together with wild-life corridors. Cllr Steeds asked about the medieval ponds in Clayter and Linton Mill.

Bringsty Common maintained football pitch - last year £320 - this should be put on the agenda for next time to consider a donation.

**Police Liaison Group** – Cllr Williams reported.

- Most of meeting taken up with cannabis issue.
- Burglaries on properties that have been empty for a few days
- DVLA due in Bromyard soon
- Speeding on B4203

- Problems with pubs in Bromyard
- Scams - someone pretending to be your bank, etc.,

14/37 **Financial Matters:**

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

Mary Seldon Net Salary 12: £182.60

HMRC PAYE 12: £20.00

Expenses incurred by the Clerk: £94.68

Brockhampton Primary School: hire of room fee £20.00

Handley Funeral Director's: £702.00 – s137 fund

**APPROVED** by all.

ii) To approve **Bank Reconciliation** to 20<sup>th</sup> March 2014

iii) To approve **Income and Expenditure** to 20<sup>th</sup> March 2014

**APPROVED** by all

iv) To discuss the timetable for the scheme of **planned work** 2014/15

The Clerk had drawn up a schedule of work based on comments and thoughts from councillors and this was discussed. This would become a working document at future meetings.

iv) To review the **Clerk's salary scale** for the year 2014/15

The Clerk left the room for this item.

Salary scale awarded: SCP 21 £10.04 per hour

Proposed Cllr Steeds, seconded Cllr Cave, **APPROVED** by all.

14/38 To receive HC/BGPC **Emergency Planning** report

The Clerk had adapted the Herefordshire Council Emergency Planning report. This would be used in the future and adapted and refined as needed. It was also suggested that this should be inserted into the Welcome Pack.

14/39 To discuss the **Joint Burial donation** policy.

The Clerk was asked to add the word 'fee' after 'exclusive right of burial'.

All approved

14/40 **Planning**

To consider planning application

No. **P140388/FH** 8 Linton Villas, Bromyard, Herefordshire, HR7 4QJ

*Two storey extension with new vehicle access*

*No comment*

No. **P140392/FH** Bedlam Bank, Bringsty, Worcester, Herefordshire, WR6 5UP

*Change of external materials for application N121100/FH*

*Support*

No. **P140408/F** Brockhampton Estate, Bringsty, Worcestershire, WR6 5TB

*Erection of timber framed reception building*

*Support*

14/41 To discuss the new **Welcome Pack** and distribution possibilities

The Clerk distributed a draft pack to councillors at the meeting and suggested that new members of the community could be identified through the website, notice boards and estate agents. This would also be added to each agenda for councillors to volunteer the information about new comers to their particular locality. This would again be a working document and as such would be adapted and updated as necessary.