

# BROCKHAMPTON GROUP PARISH COUNCIL

## MINUTES of the Annual Parish Council Meeting of Brockhampton Group Parish Council held on Thursday 17<sup>th</sup> May 2012 at 7.30pm

**Present:** Cllr Fellows (Chairman), Cllr Allan, Cllr Boddington, Cllr Brace, Cllr Cave, Cllr Friend, Cllr Hawkins, Cllr Land, Cllr Rock, Cllr Steeds, Cllr Swinford, Cllr Williams, Cllr Young

**In attendance:** 2 members of the public and Mrs M Seldon - Clerk

- 12/76 **Election of Chairman** to the Council 2012/13  
Cllr Fellows was proposed by Cllr Cave and seconded by Cllr Brace, **AGREED** by all.
- 12/77 **Election of Vice-Chairman to the Council** 2012/13  
Cllr Friend was proposed by Cllr Cave and seconded by Cllr Rock. **AGREED** by all.
- 12/78 **To accept Apologies for Absence**  
There were no apologies for absence.
- 12/79 **To receive Declarations of Interest**  
No Declarations of Interest were declared
- 12/80 **To approve the Minutes of the Meeting** held on: Wednesday 9<sup>th</sup> May 2012  
Cllr Steeds asked why his comments from the previous meeting had not been minuted or distributed to those that had been absent. He was concerned that as these had not been distributed prior to the meeting there had not been sufficient time to take them into account during the discussions. He asked that his comments be minuted.  
With the amendments, the Minutes were agreed as a true record. Proposed Cllr Cave, seconded Cllr Friend. **AGREED** by all.
- 12/81 **To co-opt** interested parties to fill the vacancies on the Parish Council  
Clive Brazier and Shaun Simpson had both expressed interest in being co-opted.  
Proposed Cllr Cave, proposed Cllr Boddington. **AGREED** by all and the Declaration of Acceptance of Office forms were duly signed.
- 12/82 **To appoint representatives to Outside Bodies**  
It was **AGREED** that representatives would remain the same:  
BDCA - PF to continue to be liaison person  
Joint Burial – Cllrs Rock, Fellows and Friend
- 12/83 **Visiting Speaker: Community Led Plan**  
Mark Molloy from Suckley has been invited to attend to speak from experience of a Community Led Plan  
This was a very lively and informed talk about an existing Parish Plan that was in the process of being updated, and how members of the community had been engaged according to their strengths to assist. The Chairman asked that this be put on a future agenda in order for the Parish Council to consider a similar project.
- 12/84 **Public Participation** – members of the public are allowed 10 minutes to address the Council  
There was nothing further to discuss.

12/85 **Financial Matters:**

- i) To approve Bank Reconciliation to 17<sup>th</sup> May 2012

The Clerk distributed an updated bank reconciliation showing £10,724.22 in the council's account. This was **AGREED** by all.

- ii) To approve Income and Expenditure to 17<sup>th</sup> May 2012

The Clerk distributed an updated Income and Expenditure paper and this was **AGREED** by all.

- iii) To approve **accounts for payment:**

Mary Seldon (Net Salary): £162.85

HMRC PAYE 02: £40.71

Expenses incurred by the Clerk: £55.49

Annual Insurance Premium: £277.55 exc. VAT

Donation to Brockhampton School – 2 meetings: £40 exc. VAT

Councillors also agreed to make a one-off contribution by way of a donation towards the Clerk's new computer: £100.00

- 12/86 To receive brief update on the final preparations for the **Diamond Jubilee Celebrations**  
Cllr Swinford volunteered to represent the Council at Brockhampton Primary School's Jubilee Celebrations and to present each pupil with the Jubilee gift from the Parish Council. Cllr Friend set out a brief timetable of events that were happening at the Bringsty celebrations.

Proceeds of the raffle would be given to Bromyard Hospital, and it was suggested that they should be given with the intention of: 'League of Friends, for use in Bromyard Hospital'.

- 12/87 To receive feedback from **Outside Bodies:**

- i) **Herefordshire Council** - Cllr Swinford said that he welcomed the letter from the Parish Council to the Planning Department of Herefordshire Council about enforcement.

He also spoke of Rookery Wood as being a permitted development – and would look in to other matters now they had been raised.

- ii) **BDCA** – Cllr Friend gave a update on the progress of the BDCA:

- Down Manor drainage – they would consult with George Thompson

- Jubilee Tree car park - can it become an official car park, and safety issues relating to this.

- How to stop illegal access – Cllr Friend showed examples from other similar areas

- Hay collecting - risk assessment needed - round bales must not be stored overnight

- By-laws have now been seen now

- Fire breaks - not breaking the law if cut before 15th July - if there is a need, cut earlier.

- Bringsty, Bromyard Downs and Badley Wood all working together

- iii) **Joint Burial** – Cllr Fellows explained there had been a Biffa problem, but it was hoped this had now been resolved.

- iv) **Bromyard Relief in Need** - no meeting recently.

- v) **Police Liaison Group** - next meeting in June

- 12/88 **To receive matters for future consideration**

Neighbourhood Plan and Parish plan

Cllr Steeds asked for a list of parishes and which councillor represented them.