

BROCKHAMPTON GROUP PARISH COUNCIL

**MINUTES of the meeting of Brockhampton Group Parish Council held on
Thursday 21st March 2013 at 7.30pm
at Brockhampton Primary School**

DRAFT UNTIL RATIFIED

PRESENT: Cllr J Fellows (Chairman), Cllr P Friend (Vice Chairman), Cllrs H Allan, D Boddington, C Brazier, D Cave, K Rock, M Land, S Simpson, G Swinford, G Williams and K Young

IN ATTENDANCE: Mrs M Seldon (Clerk)

13/29 To accept **Apologies for Absence**

Apologies had been received from Cllr S Brace and R Steeds

13/30 To receive **Declarations of Interest**

There were none to declare

13/31 To approve the **Minutes of the Meeting:**

Thursday 21st February 2013

APPROVED with a couple of minor amendments regarding attendance.

Proposed Cllr Cave, seconded Cllr Simpson, APPROVED by all.

13/32 **Clerk's Report:**

To update councillors on matters discussed at the previous meeting:

Website - Councillors were shown the progress made on the new website:

www.brockhamptongrouppc.org.uk and the Clerk took photographs of councillors who had not already provided one for use on the website.

Saltbins - there was little new to report on the lack of salt bins, although Cllr Simpson had received confirmation that the broken one on Burying Lane would be replaced by the end of March.

Dog bins - the Clerk had not yet had the opportunity to speak to the Amey contractor about emptying bins if placed on the Downs, so it was decided to defer this conversation until the next meeting.

13/33 **Public Participation** – members of the public are allowed 10 minutes to address the Council

No members of the public were present.

13/34 To receive Reports from **Outside Bodies:**

a. **Bromyard Relief in Need** - No meeting

b. **Police Liaison Group** - Cllr Williams had provided a written update and answered questions. It was AGREED that the Clerk should write to the new Police Commissioner expressing concern with regard to the closure of Bromyard Police Station. Cllr Boddington would also speak with MP Bill Wiggin on this matter. It was suggested that it would be good idea for the new number to ring for non-emergencies for the police (101) should be added to the Parish Council website.

- c. **BDCA and Bringsty** - nothing to report. The Clerk was asked to only put this on the agenda once a quarter.
- d. Nomination of representative for the **BDCA AGM** (5th April 7.30 at the Falcon)
It was unanimously AGREED that Cllr Friend should continue in this role.

13/35 To receive a **Report from the Ward Councillor** – Cllr Gary Swinford

- New chief executive - has been to Bromyard, The Downs and Linton
- Community Infrastructure Levy

13/36 **Financial Matters:**

i) To approve **Bank Reconciliation** to 21st March 2013

The Clerk provided an up to date bank reconciliation taking into account the payments for approval at this meeting. This gave a balance of £10,920.97 to conclude this financial year. This was APPROVED by all.

ii) To approve **Income and Expenditure** to 21st March 2013

The Clerk distributed an updated version of the income and expenditure for the year 2012/13, which showed the all spending was within the original budget for the year. This was APPROVED by all.

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

Mary Seldon Net Salary 12: £162.85

HMRC 12: £40.71

Expenses incurred by the Clerk:

Clerk's travel expenses (claimed annually): 293 miles @ 45p: £131.85

Brockhampton Primary School: hire of room fee £40 (2 meetings)

Website design: £300.00

ALL AGREED

iv) **Annual Clerk's salary review** from 1st April - the Clerk left the room for this discussion. The salary for 2013/14 was increased to £18,453 pro rata.

v) To finalise draft **budget for the financial year 2013/14.**

APPROVED. Proposed Cllr Cave, seconded Cllr Boddington, AGREED by all.

It was suggested that there should be a review of HALC and the Parish Council's membership at the end of financial year.

13/36 To receive feedback on **The Community-Led Plan** Open Evening on 27th February

The Chairman gave a resume of the progress to date. Following the Open Evening Lynda Wilcox had provided a list of all attendees and the Clerk would now use this list to invite interested parties to the first steering group meeting. At this meeting Sophie Pryce from Community First would be in attendance and give information on funding and how to take the project forward. Several dates were suggested as being suitable for this meeting for the Clerk to liaise with Sophie Pryce.

13/37 To consider the **Planning Application:**

Planning Application No. 130579/F

Holden Vintage & Classic Ltd, Linton Trading Estate, Bromyard, Herefordshire, HR7 4QT

Proposed two storey entrance lobby and retention of unauthorised retail sales area.

NO OBJECTION - fully support

- 13/38 To discuss the Parish Council's response to the **Core Strategy Consultation (LDF)**
Cllr Swinford led the discussion and explained any impact on the three parishes. It was decided that as this was minimal Councillors could write their own views on the consultation if they so wished.
The Clerk was asked to write to Herefordshire Council about any proposed development on Panniers Lane.
- 13/39 To view and approve **Freedom of Information** document
The Clerk circulated a proposed Freedom of Information schedule that would be made available to the public and put on the website. Councillors were asked to read these in preparation for the next meeting.
- 13/40 Matters for **Future Consideration**
Community Burial Fund
Dog bins
Freedom of information
Extension to school car park