

# BROCKHAMPTON GROUP PARISH COUNCIL

## MINUTES of the meeting of Brockhampton Group Parish Council held on Thursday 17th September 2015 at 7.30pm at Bromyard & Winslow Town Council Chamber, Old Vicarage, Rowberry Street, Bromyard

**Present:** Cllr J Fellows (Chairman), Cllr P Friend (Vice-Chairman), Cllrs H Allan, C Brazier, D Cave, R Steed, G Williams

**In attendance:** Cllr N Shaw (Ward Councillor) and Mrs M Seldon (Clerk)

- 15/76 To accept **Apologies for Absence**  
Apologies had been received from Cllr Boddington and Cllr Simpson.
- 15/77 To receive **Declarations of Interest**  
None were declared.
- 15/78 To approve the **Minutes of the Meeting:**  
Thursday 16<sup>th</sup> July 2015  
Cllr Steeds asked that his apologies be added to the previous minutes.  
Proposed Cllr Cave, seconded Cllr Allan and **RESOLVED.**
- 15/79 **Clerk's Report:** Update on discussions from the July meeting and other matters for information only:
- Milestones – the renovation was now underway and the Stone Mason had been in contact with the Clerk to discuss detailed requirements.
  - Handy Man – the post had been advertised, with nobody coming forward, so the Clerk sought permission to ask a known local handyman if they would be interested.
  - Footpaths Officer – due to the resignation of Laurie Barnett the Parish Council was temporarily without an officer. Cllr Friend reported that this may be resolved by Tom Fisher from Bringsty.
  - Co-option – there had still been no enquiries to fill the vacant seats by co-option. The Clerk also reported that Herefordshire Council were launching a governance review into the size and make-up of all councils in the county.
  - PC Website – reported as up to date.
  - The Clerk was asked to ask Balfour Beatty what was happening to the A44 lay-by as this was now becoming an eye-sore.
- 15/80 **Public Participation** – members of the public are allowed 10 minutes to address the Council.  
No members of the public were present.
- 15/81 **Report from the Ward Councillor** - Cllr Nigel Shaw
- Core Strategy
  - Road Traffic Order for Downs Road – Cllr Shaw had spoken to Cllr Rhone (cabinet member for highways) and there was a back-log of requests.
  - Linton Industrial Estate - access road

Cllr Steeds asked about the ongoing budget consultation as the format was very ambiguous and it was thought that members of the public would not understand the implications of their replies. It was agreed that this was a problem.

Saltmarsh Castle was also flagged up as there was now large signage visible from the road which could be a distraction.

Cllr Shaw was asked to check signage at the Boyce Caravan Park as this too had previously been a problem.

15/82 To receive **reports** from:

**Police Liaison Group** – Cllr Williams said there was nothing to report

**Bringsty Common** – Cllr Friend reported a good year.

- The Pooling Together Project was going forward well – with Cllr Friend on the steering group. 18 ponds to be restored.
- Contractors and Agreements on the common - working on making these more responsible
- Audit: previously audited on a casual basis – it was felt this now needed to be more professional.
- AGM 31st October
- Higher level stewardship - talking with Natural England
- Drovers pond nearing completion and one more display board to go
- Natural England and Butterfly conservation pleased with grassland and bracken control
- British Telecom - problems with communication and line clearance

**BDCA** – Cllr Cave reported as the PC representative:

Meeting – the previous evening

BDCA needed someone to replenish bags in the dog poo bag dispensers – it was suggested that this could be the job of the new lengthsman.

This then led to a general discussion about the erection of the dispensers and the Clerk was asked to contact Hannah Welsh to find out their locations. Councillors also wanted to know what sort of signage had been erected with the dispensers.

The Clerk was asked to find out exactly what the BDCA required of the Council and it was suggested that until such time that a lengthsman be appointed there could be a rota of BDCA and BGPC to keep the bags replenished.

15/83 **Financial Matters:**

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

Staff Costs including HMRC PAYE: £234.78

Bringsty Common donation: £200

APPROVED by all.

ii) To approve **Bank Reconciliation** to 17th September 2015

iii) To approve **Income and Expenditure** to 17<sup>th</sup> September 2015

APPROVED by all

iv) To receive report from external financial auditor

The Clerk reported that the Annual Accounts had been returned from the auditor and there had been no comments that required action.

15/84 **Future items of expenditure**

To discuss future areas of the parishes that require additional spending:

- Plaque around the Jubilee Oak
- Planting an oak tree

This was briefly discussed, but no decisions made regarding this expenditure.

**15/85 By-laws on the Downs**

Cllr Steeds explained that the Scheme dictates the by-laws

Cllr Brazier said that whilst not changing them he was tasked with updating the by-laws to the present century, but there had been no action from the Working Party to date.

It was generally agreed that the Byelaws must be posted on the Downs for all to see.

Cllr Fellows asked who was responsible for ensuring these are adhered to, and it was agreed this should be Herefordshire Council

The Council put in a formal request to Nigel Shaw to put bye-laws on the Downs.

**15/86 Matters for future consideration**

Lengthsman – list of work required

Expenditure for future discussions and budget setting

Notice board on Linton

Bye-laws

**DATE OF NEXT MEETING:**

**Thursday 15<sup>th</sup> October**