

BREDENBURY GROUP PARISH COUNCIL

Minutes of the Meeting of the Parish Council

Held on Wednesday 28th April 2021 at 7.00pm via GoToMeeting online

Present: Councillors: John Hulse (Chair), Hugh Farey, Geoff Hancock, Pete Jones, Carolyne Gwynn, Alex Gerrard, Massie Piggott

In attendance: Clerk Vicky Hancock, Ward Councillor Harrington, 2 local residents

1. Apologies for absence: None

2. Declarations of interest and written requests for dispensation: Cllr Hancock declared an interest in item 6.4 and signed the book accordingly. Cllr Farey declared an interest in Item 9.1 The book to be signed in accordance with social distancing.

3. Open Session

3.1 Cllr Gerrard had received reports of dog poo bags being thrown into the hedgerow on Rowden Lane. This issue to be an agenda item for May.

Cllr Jones had been asked by a resident in St Andrew's Close if the trees could be cut back in the hedgerow opposite their entrance. The clerk requested this to be discussed under Item 9.2 Initiating Lengthsman work.

3.2 Ward Councillor Harrington delivered his report

- Covid-19 cases down to 11.9 per 100,000 at 22nd April which is below the national average. Expecting some increase as lockdown measures easier.
- New Chief Executive arriving in May -Paul Walker. He comes from a post in Harrow as Director and has been Chief Executive of Copeland in the Lake District.
- Major judgement against Childrens' Directorate which is now in the public domain and available to read on the HC website. There will be a review and overhaul of the current system.
- Ongoing discussion regarding bringing some of the BBLP services in-house.

4. To consider the minutes of the previous meetings: Parish Council Meeting 31st March. It was **RESOLVED** to adopt the minutes and these to be signed by the chairman in accordance with social distancing.

5. Budget Monitoring Clerk shared the April budget monitoring sheet. For the new financial year there had only been one transaction and we had received the first precept payment. (Appendix i) Councillors **RESOLVED** to accept the April monitoring. To be signed by Cllr Hulse in accordance social distancing.

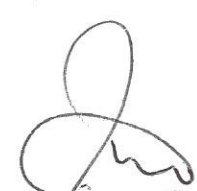
6. Finance

6.1 The Clerk shared the bank statement to 31st March 2021. Balance brought forward £9046.72. The balance at 1st April 2021 £8283.96. Noted and to be signed by Cllr Hulse in accordance with social distancing.

6.2 Clerk shared the Bank Control Account to 31st March 2021 which detailed payments and receipts to date. Outstanding cheques total £449.76. Closing balance £7834.20. Noted and to be signed by Cllr Hulse in accordance with social distancing.

6.3 Cashbook April 2020-March 2021. Year-end cashbook was a recommendation from the 2019/2020 internal audit.

This shows the areas of expenditure and income for the year. Total expenditure £9994.15 less salary £4196.89. Other expenditure £5797.26. Income for 2020-21 £10117.99. Councillors



RESOLVED to agree this was a true record of Expenditure/Income 2020-21. To be signed by Cllr Hulse in accordance with social distancing.

6.4 It was **RESOLVED** to agree the following payment: Clerk's April salary and note assessment report re: workplace pension.

6.5 Remittance noted Herefordshire Council 2021-22 Precept first payment £4280.00

7. Policies & Procedures

7.1 Model Code of Conduct. NALC have issued a model Code of Conduct for Councillors which HALC have agreed. However, HALC suggest waiting to see if Herefordshire Council adopt the same code. The Clerk recommended this item to be deferred to the next meeting. Councillors in agreement.

7.2 Reserves Policy. Cllr Jones brought up consideration of reserves in the current account at the previous meeting. The Clerk has looked into this and has put together a draft policy which recommends for a council of our size we should earmark a reserve equivalent to our net revenue expenditure which equates to about £5800. It was agreed we should work towards that target and that whilst we agreed the policy it would not be implemented until we began detailed discussions on the budget for 2022-23. It was **RESOLVED** to adopt the policy.

7.3 Review Asset register 2021-22. All in agreement and Cllr Hulse to sign as a true record of the Assets held by the Parish Council in accordance with social distancing.

8. Neighbourhood Plan

8.1 Appropriate Assessment (AA) of Bredenbury, Wacton & Grendon Bishop Neighbourhood Plan. Cllr Hulse explained we have received an Appropriate Assessment from Samantha Banks Neighbourhood Planning Manager at Herefordshire Council. They have scrutinised the plan and the policies to consider if they would cause a problem with the issue relating to the hydrological catchment area for the river Lugg. In all cases anything which could have an impact on the catchment for the river Lugg would still be subject to planning authority approval. Therefore, our policies in themselves do not compromise the critical nature of the hydrological catchment. The AA has been put forward and recommended for approval. This means that if the result of the referendum is positive the plan would be adopted by Herefordshire Council after the consultation period on 27th May. Cllr Hulse thanked Cllr Harrington for his support over this issue. Clerk to email AA document out to all councillors.

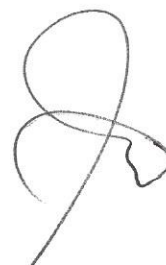
8.2 Referendum 6th May. Anything we can do as a group to encourage residents to go out and vote would be welcome. Clerk to email all subscribers and remind them about the referendum.

9. Lengthsman Update

9.1 Cllr Jones reported the Lengthsman's 3-month probationary period has expired. The contract needs reviewing to confirm contract until March 2022. An assessment document has been forwarded to all councillors. It was noted that all work undertaken to date has been done to a good standard and within the time frame. Cllr Jones asked that the extension of the contract is to be confirmed and we will meet with AW prior to confirmation so he has the opportunity to raise any issues he may have with the procedures. Councillors **RESOLVED** to offer the contract until March 2022 subject to meeting with AW.

9.2 Procedure for initiating work. As Cllr Farey is able to see AW frequently it was decided that he would initiate work and email the Clerk with the date so this can be recorded. Cllr Jones asked about the budget for the Lengthsman work and the monitoring. Clerk to produce a budget sheet with the £2000 budget for 2021-22 and report any expenditure at each meeting.

9.3 Bromyard Timber. An account to be set up for the PC so AW can get materials and they will invoice the PC monthly.



10. Road Safety

10.1 The pavement from Grendon Firs to The Three Pines has been cleared by BBLP. Two families who walk their children to school expressed their thanks and told me how much safer and cleaner it has made their walk.

10.2 HGVs on Rowden Lane. A local resident has raised concerns about the number of HGVs that appear to be using the lane as a through route from the Tenbury Road. These do not appear to be lorries delivering to properties on the lane. There was a report of a car transporter using the lane. The blue signs 'unsuitable for HGV' at either end of the lane are being ignored. It was reported that this could be because of the change of route for HGVs through Bromyard. An initial step would be to note the names of the companies that are doing this and write to them directly as a Parish Council. It was agreed to write to Bromyard and Winslow Parish Council that we have noticed more HGVs using the lane who are not delivering goods, accessing fields or delivering materials for a project e.g. stone.

11. TRO this item covered in the Annual Parish Meeting

12. Footpaths Clerk has been approached about the condition of two stiles that are on the footpath from the A44 to Harp Lane. Both these stiles are in serious need of repair/replacement. Clerk to report these on the Council website so they can be inspected by the locality officer.

13. Smartwater still awaiting the larger signs for the A44.

14. Noticeboard thanks to Cllr Piggott for erecting the noticeboard at Grendon Firs.

15. Correspondence

- Fastershire are able to apply for a community grant if they have enough residents without faster broadband to register an interest on their website. The Clerk has seen a map of the households without access and has tried to communicate this to as many residents as possible. The Clerk asked councillors to spread the word and she has also put the information into The Roundabout.
- Covid secure Parish Council meetings. As a result of judgement received today from Friday May 7th all Parish Council meetings will have to revert to face-to-face meetings. Whilst it has been more convenient for some to attend via online, the meetings should be available to anyone who wishes to attend and if they do not have digital access, they are being denied the opportunity. The village hall will be cleaned and made Covid secure. We will follow the 2-metre rule. As we will be unable to share papers, councillors will need to print off the necessary papers or have them available on a device.

16. To raise matters for the next meeting

Referendum

Dog mess

Footpaths

TRO

17. To note dates of the next scheduled meetings:

Tuesday May 25th @ 7pm in the village hall

It was agreed that the May meeting would be the **Annual Parish Council** meeting with the first agenda items:

- Election of the Chair
- Election of the Vice-chair

Wednesday 30th June @ 7.00pm

The meeting closed at 8.19pm

A large, stylized handwritten signature in black ink, appearing to be 'Sh-h-jh' or similar, written over a large, loopy circular flourish.