

BREDENBURY GROUP PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council

Held on Tuesday 18th May 2022 at 7.00pm in the Village Hall

Present: Councillors: John Hulse, Pete Jones, Hugh Farey, Alex Gerrard, Massie Piggott, Carolyne Gwynn

In attendance: Clerk Vicky Hancock

1. Election of Chairman 2022-2023

1.1 Cllr John Hulse was nominated for Chairman by Cllr Farey and seconded by Cllr Jones, there being no other nominees Cllr Hulse was elected unanimously as Chairman.

1.2 Cllr Hulse signed the Declaration of Acceptance of Office and the Clerk countersigned.

2. Election of Vice-chairman 2022-23

Cllr Massie Piggott was nominated for Vice Chairman by Cllr Farey and seconded by Cllr Gwynn, there being no other nominees Cllr Piggott was elected unanimously as Vice-Chairman.

3. Election of Footpaths Officer

Cllr Hugh Farey was nominated for FPO by Cllr Jones and seconded by Cllr Hulse there being no other nominees Cllr Farey was elected unanimously.

4. Finance Working Group

members to remain as Cllr Gwynn, Cllr Hulse and Clerk Vicky Hancock.

5. Apologies for absence:

Cllr Hancock

6. Declarations of interest and written requests for dispensation:

None given

7. To consider the minutes of the previous meeting:

Parish Council Meeting 27th April 2022. It was **RESOLVED** to adopt the minutes and these were signed by the chairman.

8. Open Session

8.1 A local resident has raised concern about the outfall from the sewage plant that serves Grendon Firs. It appears that foul water is seeping out into the field ditch. It was also noted that the site appears to have temporary fencing around it. Cllr Jones to check site and take photographs and report back. Clerk to contact Welsh Water and copy in Environmental Health.

8.2 Ward Councillor Harrington not in attendance

9. Budget Monitoring

Clerk shared the May budget monitoring sheet. (Appendix i)
Councillors **RESOLVED** to accept the May monitoring and Cllr Hulse signed the document.

10. Finance

10.1 The Clerk shared the bank statement to 30th April 2022. Balance brought forward £9488.54. The balance at 30th April 2022 £13704.14 including remittance for 1st Precept payment £4280.00
Noted and signed by Cllr Jones.

10.2 Clerk shared the Bank Control Account to 30th April 2021 which detailed payments and receipts to date. Outstanding cheques total £354.81. Closing balance £13349.33. Noted and signed by Cllr Jones.

10.3 To note payments already made:

10.3.1 I C Culley BY12 £120

10.3.2 Clerk reimbursement for GoToMeeting annual subscription £136.80. The Clerk reminded Councillors this item had been budgeted for one more year and then the subscription to be cancelled.

10.3.3 James Jones Lengthsman Services £84.00

10.4 It was **RESOLVED** to agree the following payments:

10.4.1 Clerk's May salary and note assessment report re: workplace pension.

10.4.2 Annual subscription Parish Online £36.00 (early payment discount)

11. Annual Governance and Accountability (AGAR)

- 11.1 The Council **RESOLVED** to accept the Annual Governance Statement 2021/22. Signed by the Chairman and Clerk.
- 11.2 The Council **RESOLVED** to accept Accounting Statement 2021/22. Signed by the Chairman and the RFO.
- 11.3 The Clerk presented the HALC Internal Audit Report drawn up and signed by HALC Internal Audit Services.
- 11.4 Council **RESOLVED** to accept that Bredenbury Group Parish Council could sign the Certificate of Exemption 2021/22 as income and expenditure has not exceeded £25,000 and therefore qualifies as a smaller authority. Clerk to email certificate to PKF Littlejohn, external auditors. All papers to include Explanation of Variances, final Bank Reconciliation and Transparency Code 2021-22 to be published on the website alongside the notice of the period for the exercise of Public Rights and Publication of Annual Governance & Accountability Return (Exempt Authority). The Chairman recorded thanks on behalf of the council to the Clerk for the work involved in preparing and submitting the audit documentation.

12. Local Plan – Cllr Hulse read the letter from Chair of Llangarron Parish Council sent to all PCs regarding the latest consultation on the Local Plan which appears to have misinterpreted comments regarding Neighbourhood Plans. The letter was encouraging councils to make their views known on policy options which would have a considerable impact on the future of NDPs. Cllr Hulse read his response to the letter confirming support for the sentiments expressed by Llangarron Chair which was also sent out to all Parish Councils. Both Councils to send a joint letter to Councillor Liz Harvey and Councillor Terry James expressing concern that the Local Plan could see the demise of Neighbourhood Plans and the right for local residents to have a say in their community as laid out in the Localism Act 2011. It was **AGREED** that the letter to be sent.

13. West Mercia Police Community Clerk confirmed receipt of the updated Parish Contact Contract.

14. Road Safety

- 14.1 Traffic regulation Order (TRO) Cllr Hulse contacted Callum Bush, Traffic Management and PROW Team Leader at Herefordshire Council regarding the TRO Toolkit which is a very long and onerous document. He explained that they were in the process of updating the application process but would take our email as a formal application for the existing 40mph in Bredenbury to be reviewed for its level and extent. Clerk to email Callum's contact details to Cllr Farey.
- 14.2 Traffic Management Group (TMG) Feedback The group met on Monday 16th May and discussed the way forward with the aspirational plan. It was decided to produce a leaflet to go out to all residents to explain what had been discussed. The leaflet to include a map of the proposals produced by Cllr Farey. There would be an opportunity for comments and an option to have a community consultation.

15. Correspondence: Clerk read out an email from a resident at Brockington Mews thanking the Parish Council for the road planings and Cllr Gwynn for helping to get them delivered and put to good use on the lane leading to the mews. **Fastershire Grants** – an update from Gemma Johnson Senior Project Manager who has put the Bredenbury Project back out to tender as they were not successful in the initial bid. The new tender will end on 6th June but it is a very expensive build due to the distance between properties.

16. Tree Preservation Audit (TPO) Cllr Farey produced a comprehensive report showing the location of the Tree Preservation Orders in the Parishes. He has done an audit to ascertain which trees are still in evidence and which ones do not exist and there is no confirmation of the TRO. He is to write to Oliver Kaye Tree Officer and ask for confirmation of the missing documentation.

17. To raise matters for the next meeting

TPO

TRO

Local Plan

Lengthsman

Village Hall

Feedback on Platinum Jubilee events

18. To note dates of the next scheduled meetings:

Wednesday 29th June @ 7.00pm

Wednesday 27th July @ 7.00pm

Wednesday 31st August TBA

The meeting closed at 8.34pm