

# BREDENBURY GROUP PARISH COUNCIL

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## Minutes of the Annual Meeting of the Parish Council

Held on Wednesday 21<sup>st</sup> May 2025 at 7.00pm at Bredenbury Village Hall

**Present:** Councillors: Geoff Arnold, Richard Bell, Jane Berwick, John Hulse, Becca Libby, Massie Piggott,

**In attendance:** Clerk Vicky Hancock, Ward Councillor Bruce Baker, 2 residents

### 1. Election of Chairman 2025-2026

1.1 Cllr John Hulse was nominated for Chairman by Cllr Piggott and seconded by Cllr Berwick, 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.

*Councillor Hulse continued to chair the meeting*

**2. Election of Vice-chairman 2025-26** Cllr Massie Piggott was nominated for Vice Chairman by Cllr Berwick and seconded by Cllr Bell, there being no other nominees Cllr Piggott was elected unanimously as Vice-Chairman.

**3. Election of Footpaths Officer** (Cllr Farey expressed an interest in re-election) Cllr Hugh Farey was nominated by Cllr Hulse and seconded by Cllr Piggott there being no other nominees Cllr Farey was elected unanimously as Footpath Officer.

**4. Finance Working Group** members to remain as Cllr Libby, Cllr Hulse and Clerk Vicky Hancock.

**5. Apologies for absence:** Hugh Farey

**6. Declarations of interest and written requests for dispensation:** None declared

**7. To consider the minutes of the previous meeting:** Parish Council Meeting 30<sup>th</sup> April 2025. It was **RESOLVED** to adopt the minutes and these were signed by the chairman.

### 8. Open Session

8.1 1 Resident was pleased to report the issue regarding the motion sensor light outside at the school had been resolved.

Cllr Hulse had received correspondence from The Barneby Inn regarding the issue of a drainage report. The owners had expressed concerns and frustration regarding the advice they had received that the best course of action would be to apply for an EA permit to discharge the outfall from their proposed treatment plant. They have submitted what they believe is conclusive evidence that this drainage ditch is a non-seasonal water course as it receives the outfall from the natural pond at Mistletoe Lodge. The chairman Agreed to contact Cllr Baker outside the meeting to discuss this further.

1 resident reported there were still issues with the parking outside the Primary School. Clerk has asked the police to be a presence at dropping off/collecting time to advise parents of parking responsibly. Cllr Hulse noted out that H-bars outside properties were advisory only. It was recommended residents make contact with the school to discuss the issues.

8.2 Ward Councillor Baker gave a brief update

- Council has approved a new Food and Garden Waste collection service. Garden waste to cost £60pa and food waste collection to be free. There will be a newsletter to households regarding this initiative
- 11million has been spent on road surfacing
- Drainage problems have been addressed and repaired
- Ofsted have reported on improvements to the Children's Services
- New contractor confirmed for the Transport Hub and Railway Station in Hereford

- Hereford Crematorium have donated 24k to local charities from a recycling scheme
- A reminder that batteries and small electrical items can be put out recycling with the usual refuse collections
- There is a boundary commission review planned to look at looking at number of councillors per ward/names of councils and ward boundaries. Cllr Baker remarked this could lead to some confusion with the talk of devolution
- A49 south there will be severe delays due to gasworks until the end of August
- Avian flu – restrictions have been lifted

The Chairman thanked Ward Cllr Baker for his update.

9. Clerk shared the May budget monitoring. Councillors **RESOLVED** to accept the May monitoring and Cllr Hulse signed the document.

#### 10. Finance

- 10.1 The Clerk shared the bank statement to 30<sup>th</sup> April 2025. Balance brought forward £6124.80 The balance at 30<sup>th</sup> April 2024 £10,080.34 including remittance for 1<sup>st</sup> Precept payment £4500.00 Noted and signed by Cllr Piggott.
- 10.2 Clerk shared the Bank Control Account to 30<sup>th</sup> April 2025 which detailed payments and receipts to date. No outstanding cheques. Closing balance £10,080.34. Noted and signed by Cllr Piggott.
- 10.3 Payment already made to Lengthsman £99.00 noted
- 10.4 It was **RESOLVED** to agree the following payments:
  - 10.4.1 GeoXphere Parish online £36.00
  - 10.4.2 Clerk's May Salary and note assessment report re: Workplace Pension

#### 11. Annual Governance and Accountability (AGAR)

- 11.1 The Clerk presented the **Annual Audit Report** drawn up and signed by HALC Internal Audit Services.
- 11.2 The Council **RESOLVED** to accept the **Annual Governance Statement 2024/25**. Signed by the Chairman and Clerk.
- 11.3 The Council **RESOLVED** to accept the **Accounting Statements 2024/25**. Signed by the Chairman and the RFO.
- 11.4 Council **RESOLVED** to accept that Bredenbury Group Parish Council could sign the **Certificate of Exemption 2024/25** 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.
- 11.5 **Transparency Code Information** – a breakdown of all payments made over £100 during the year **2024/25** was presented to the councillors.
- 11.6 All papers to include **Explanation of Variances**, final **Bank Reconciliation** and **Transparency Code 2024/25** to be published on the website alongside the notice of the period for the **Exercise Public Rights** and **Publication of Annual Governance & Accountability Return** (Exempt Authority).

The Chairman recorded a vote of thanks on behalf of the council to the Clerk for all the work involved in preparing and submitting the audit documentation.

12. **Policy & Procedure** Code of Conduct review. Clerk has received confirmation from all Councillors that they had read and understood the Code of Conduct as reviewed 2025.
13. **Planning Consultation** P251022/F Clee View, Wacton Lane, Bredenbury, Bromyard HR7 4TF. Proposed roof extension, attic conversion and garage conversion. It was agreed to **SUPPORT** this application. It was noted that the planned extension met the criteria of Bredenbury Neighbourhood Development Plan Policy BW&GB 6 Extension to dwellings.
14. **Lengthsman** Matt has undertaken the cutting of the verges opposite the Barneby and cut back the overhanging hedgerow outside the Old Rectory development.

- 15. Local Transport Plan Consultation** The Chair reported correspondence with Rowden Mill Station who raised concerns regarding the apparently ambiguous statement relating to the ambition to have a right of way alongside the old Bromyard railway. The Chair reminded councillors that a previous statement (ref: Green and Blue Infrastructure document Herefordshire Local Plan) a requirement for landowner consent had been stated at least in part for these ambitions. Council **AGREED** that the Parish Council should submit a response to the consultation by June 5th expressing these concerns.
- 16. NP Steering Group** JH gave an update on the NP Renewal Steering Group meeting held on 20/05/25. Ian Culley (IC) presented the draft project plan and talked through the time frame for this work and the various stages to be undertaken. (Reference Steering Group minutes published on PC website [www.bredenburygroup-pc.gov.uk](http://www.bredenburygroup-pc.gov.uk)). Councillors **RESOLVED** to adopt the Project Plan. There is an open meeting of the Steering Group on 3<sup>rd</sup> June at 7.30pm in the village hall.
- 17. Village Hall update** Cllr Hulse reported that the grant application to Herefordshire Community Fund had been unsuccessful and the VH committee was looking at other funding streams with the support of Herefordshire Council. There is a Broadband User application ongoing. Cllrs Arnold & Bewick asked if minutes of the meetings of VH management committee were made public. The Chair pointed out as the village hall is a charitable organisation everything is registered with the UK Government.
- 18. Correspondence** (covered in item 8.1)
- 19. Matters for the next meeting**
- Planning
  - NP Steering Group
  - Lengthsman
  - BBLP footway update
- 20. Dates of next meetings:**
- Wednesday 25<sup>th</sup> June 2025 @ 7.00pm**
- Wednesday 30<sup>th</sup> July 2025 @ 7.00pm**
- No August meeting scheduled*
- Wednesday 24<sup>th</sup> September 2025 @ 7.00pm**

The meeting closed at 8.07pm