BROMESBERROW PARISH COUNCIL

**MINUTES OF THE MEETING OF THE FULL COUNCIL HELD REMOTELY USING ZOOM PURSUANT TO S 78 CORONAVIRUS ACT 2020 ON TUESDAY, 26th JANUARY 2021 AT 7.30 PM**

**PRESENT: Cllr Brian Lewis (Chairman), Cllr Philip Burford, Cllr John Stephens, Cllr Graham Warren Cllr David Hunter**

Also Present: Miss Charlotte Roberts (Clerk), Jo Davidson, Percy Hunt

1. **APOLOGIES FOR ABSENCE**

Cllr Lewis opened the meeting, with no apologies.

1. **DECLARATION OF INTERESTS**

No interests to be declared.

1. **REPORT OF DISTRICT COUNCILLOR**

Cllr Burford discussed; the amendment of the council tax support grant passed at the December meeting of the district council, that a new returning officer has been appointed in readiness for the possibility of an election in May 2021, cabinet meeting included a draft budget proposal including a tax increase equating roughly £5 per person, the introduction of charging on pre application advice for planning applications, the appointment of a climate change officer, and notified the discussions relating to a new settlement in the district continue.

1. **REPORT OF COUNTY COUNCILLOR**

No report given.

1. **TO CONFIRM MINUTES OF MEETING HELD 24TH NOVEMBER 2020**

All Cllrs agreed the minutes of the meeting held 24th November 2020 as a true record.

1. **PUBLIC PARTICIPATION**

Jo Davidson and Percy Hunt of the Bromsberrow shop committee provided a presentation to the council regarding expanding the community hub, during covid-19 the role of the community hub has expanded, the shop along with being a general food shop, part time post office and a small café has begun to provide community lunches and meals delivered within the community and would like to expand the services they are able to provide. The shop has received funding assistance from Gloucestershire County Council and would like to involve the Parish Council and requests assistance and funding.

Cllr Lewis enquired what the funding would be used for and the shop committee responded with the following ideas for improvement of the community hub; employment of a co-ordinator, equipment, development of shop facilities, assistance for the health impaired in the community, providing meals, shopping deliveries to elderly and isolating customers, IT assistance – zoom etc to help keep people connected, and to help link people together to relieve the stresses of isolation.

The Council has requested to review the shops accounts and continue conversations, the council will discuss the possibility of a grant/funding for the shop at the next meeting.

1. **CO-OPTION OF NEW COUNCILLOR**

Unfortunately due to technical Issues Carol Adams was unable to join the meeting so the co-option will be delayed until the next meeting. Clerk to ensure that the necessary documentation is ready.

1. **PLANNING APPLICATIONS**

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| **8.1** | P0013/21/FUL | Rose Cottage, Bromsberrow Heath, Ledbury, HR8 1NX | Proposed granny annexe at the rear of the property | No comments |
| **8.2** | P0076/21/AG | Land At Dyke House Lane Bromsberrow Heath | Prior notification for the erection of a general-purpose agricultural building for the storage of straw and use as a workshop | No comments |

**CORRESPONDANCE**

1. **FINANCIAL MATTERS AND ASSETS**

**9.1 Invoices for payment**

 Council agreed the following payments:

 C Roberts Salary £468.98

 J Warner Grass Cutting Invoice £825

* 1. **Change of bank account**

The council acknowledged the delay in changing bank account due to Covid-19 and agreed for the clerk to change bank accounts as soon as is possible.

* 1. **Laptop Warranty**

The clerk notified the council of the available warranty extension options for the new laptop, it was proposed, seconded, and agreed for the clerk to extend the laptops warranty by 2 years for a cost of £58.40.

* 1. **Financial Regulations**

The Council had no further comments on the updated financial regulations and agreed to adopt the new regulations with immediate effect.

1. **TO RECEIVE ANY REPORTS ON HIGHWAYS MATTERS AND AGREE ANY ACTION**

Cllr Stevens reported large potholes in the road outside the quarry on the main carriageway caused by the lorries entering and exiting the quarry. Clerk to obtain further information from Cllr Stevens and report to highways.

1. **TO RECEIVE CORRESPONDANCE**

**11.1 Email regarding memorial bench**

The council discussed the request for permission to place a memorial bench in the parish, there were no objections to a bench being erected. The council noted that as this land belongs to highways, they will have to give permission. The council would like to ensure that the parishioners hoping to erect the memorial bench are aware of their responsibilities regarding maintenance and care of the bench.

**11.2 Email regarding General Waste Bins**

The council noted that there are currently 2 rubbish bins in the parish and agreed there is a litter problem when the bins become full. The council is unsure of the frequency that the bins are emptied, clerk to contact the district council to obtain this information and discuss the possibility of additional bins in the parish.

1. **VAS FIGURES**

Cllr Warren shared an excel document showing the latest stats from the VAS, he reported that there is a higher percentage of speeding, the camera will move between posts in the parish on a 2-monthly basis with the intention of gathering comparison data, it was noted that the county council recommends moving on a 2-weekly basis as the effectiveness of the VAS as a deterrent may reduce after this time. It was discussed and agreed that as a parish council asset data from the VAS will be added to the parish council website. A discussion was held regarding the figures that are required for police intervention.

1. **QUARRIES**

Cllr Stevens noted that a meeting with Paul Duncliffe will be held as soon as is safe due to Covid-19. The quarry is busy reaching ¾ full, and he noted that the clay liner for the quarry has been discussed again however has been knocked back due to winter weather.

1. **HEDGE TRIMMING**

The council discussed the overgrown hedges in the parish and agreed to obtain quotes for trimming the hedges back around the phone box. Suggestions for possible contractors for this were discussed. Clerk to obtain quotes.

1. **PHONE BOX MAINTENANCE**

It was noted that the phone box in the parish that houses one of the defibrillators needs painting. Suggestions for possible contractors for this were discussed. Clerk to obtain quotes.

1. **INTERNAL AUDIT**

The clerk notified the council of the upcoming internal audit and proposed for the audit to be carried out through GAPTC, the cost for this being £175. Cllr Hunter queried the increased cost for this year, the clerk will investigate and inform of the reason for increase. The council agreed to use GAPTC for this year’s internal audit, the clerk will arrange this.

1. **GRASS CUTTING**

The council has only received 2 out of 3 required quotations for grass cutting in the parish. The decision on the grass cutting contract will be deferred until the March meeting to obtain additional quotes.

1. **ASHDIEBACK PROJECT**

The clerk notified the council of the Ash Dieback project and the council discussed possible areas for the placement of trees in the parish, as the council does not own any land it has been agreed to discuss with the village hall if they feel they have any suitable land for planting trees.

1. **FOR FUTURE DISCUSSION**

Cllr Stevens requested that a newer photo of the war memorial be used for the website, clerk to arrange this with Cllr Stevens. The council discussed the parish history that is shown on the website, and it was noted that should parishioners wish to have additional information to what is provided then a parish information board should be arranged such as a social media page or external website, a link to this can be added on the parish council website. A parish information board is not the responsibility of the parish council so this will need to be arranged by a parishioner or possibly in collaboration with the shop’s community hub project.