BROMESBERROW PARISH COUNCIL

**To all Members of the Council,**

You are hereby summoned to the next meeting of the Parish Council.

To be held on Tuesday, 26th January 2021 starting at 7.30 pm and to be held remotely, using Zoom pursuant to s 78 Coronavirus Act 2020, link to be supplied to Members, and on application to Parishioners.

Members of the Council are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights.

All meetings of the Council are open to the public and press, members of the public and press will be asked to leave for agenda items taken confidentially in Committee under standing orders.

The business to be transacted is set out in the following Agenda.

**Charlee Roberts, Clerk & RFO to the Parish Council**

1. **APOLOGIES FOR ABSENCE**

To receive, note and accept any apologies for absence.

1. **DECLARATION OF INTERESTS**

Councillors are reminded of the need: –

a) To update their register of disclosable interests (Councillors must leave the room for the item in which they have declared a disclosable interest)

b) To declare any undisclosed interests to items on the agenda and their nature. (Councillors may stay, take part and vote in the meeting)

1. **REPORT OF DISTRICT COUNCILLOR**
2. **REPORT OF COUNTY COUNCILLOR**
3. **TO CONFIRM MINUTES OF MEETING HELD 24TH NOVEMBER 2020**
4. **PUBLIC PARTICIPATION**

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman’s discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than three minutes. Questions/comments shall be directed to the Chairman.

**6.1 Bromsberrow Shop update, community hub development – Jo Davidson**

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

To discuss and agree upon the co-option of a new councillor Carol Adams.

1. **PLANNING APPLICATIONS**

|  |  |  |  |
| --- | --- | --- | --- |
| **8.1** | P0013/21/FUL | Rose Cottage, Bromsberrow Heath, Ledbury, HR8 1NX | Proposed granny annexe at the rear of the property |
| **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 |

**CORRESPONDANCE**

1. **FINANCIAL MATTERS AND ASSETS**

**9.1 Invoices for payment**

C Roberts – Salary - £468.98

* 1. **Change of bank account**

Delay due to Covid-19, bank account will be changed at earliest opportunity.

* 1. **Laptop Warranty**

To discuss extension of laptop warranty and decide if the council would like to proceed with purchasing a warranty extension.

* 1. **Financial Regulations**

To discuss the updates to the financial regulations and agree to their adoption.

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

To discuss any new or outstanding highways issues.

1. **TO RECEIVE CORRESPONDANCE**

**11.1 Email regarding memorial bench**

To discuss the addition of a memorial bench in the parish.

**11.2 Email regarding General Waste Bins**

A parishioner has requested the council discuss providing an additional general waste bin due to the current waste bin by the cross often being full.

1. **VAS FIGURES**

To discuss VAS.

1. **QUARRIES**

To discuss any matters related to the ongoing quarries and update discussions with Paul Duncliffe.

1. **HEDGE TRIMMING**

To discuss the upkeep of the hedges in the village in particular the hedge that is currently overgrown and encroaching on the phone box.

1. **PHONE BOX MAINTENANCE**

To discuss maintenance of the phone box, including the need for the phone box to be painted.

1. **INTERNAL AUDIT**

To discuss the upcoming internal audit; appointment of internal auditor, receive costs, agree appointment.

1. **GRASS CUTTING**

To receive and discuss quotes for the grass cutting contract and agree upon offering the contact.

1. **ASHDIEBACK PROJECT**

To consider any suitable areas of land to be proposed for the planting of Ash trees.

1. **FOR FUTURE DISCUSSION**

To receive any matters for future agendas