BROMSBERROW PARISH COUNCIL

**MINUTES OF THE MEETING OF THE FULL COUNCIL HELD REMOTELY USING ZOOM PURSUANT TO S 78 CORONAVIRUS ACT 2020 ON TUESDAY, 30th MARCH 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), Carol Adamas, 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 noted the relevance of the upcoming elections and being in purdah. He discussed the recent budget meeting held in February, District Council tax increased by 2.72%, a surplus 80000 reserves in place for defects amounting to approximately 90000 in total. A provision has been added to the budget for a climate change officer. Labour group proposed an amendment to increase the hardship fund which was accepted.

1. **REPORT OF COUNTY COUNCILLOR**

No report given.

1. **TO CONFIRM MINUTES OF MEETING HELD 26TH JANUARY 2021**

All Cllrs agreed the minutes of the meeting held 26th January 2021 as a true record. Proposed by Cllr Warren, seconded by Cllr Hunter.

1. **PUBLIC PARTICIPATION**

Jo Davidson and Percy Hunt of the Bromsberrow shop committee attended the meeting to accept any questions from the council about the information provided between meetings. Cllr Lewis noted concerns over the decrease in the gross profit margin, feeling that it would be right for the council to be involved in the community-based project, however concerned that the losses may cause the business to not survive. JD & PH noted that the changes to the shops sales due to covid have been a learning curve, there has been a change in the type of shoppers, shopper habits between lockdowns and types of sales which affected management of stock. The shop received government funding last year to assist with keeping business open. The committee created a model which is now working, and margins are beginning to go up. The forecast for this year accounted for sales to reduce however have found that they have instead maintained so far. In previous years, the shop has had better trading over the summer months also. The launch of the community hub is hoped to diversify income streams and extend the services provided to the local community by the shop and increase profits. Noted that a viable net margin would need to be around 30%, the 19/20 accounts show concern that the margin is not adequate, and prices will need to be put up to allow the business to be sustainable.

The shop is looking to have a partnership with the council and possibly some monetary assistance.

Cllr Lewis noted that the council would possibly be able to provide a small sum for a grant under S137. There is general concern of creating any form of partnership with a business that may not be sustainable as the council would not be able to assist greatly with finances to help the business survive.

The council will discuss providing a grant at the May meeting.

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

The council welcomed Carol Adams to the meeting and the council and all agreed to Co-opt Carol to the council. Proposed by Cllr Hunter, seconded by Cllr Warren. Carol signed the declaration of acceptance of office on Camera and joined the meeting as Cllr Adams.

1. **PLANNING APPLICATIONS**

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| --- | --- | --- | --- | --- |
| **8.1** | P0519/21/TPO | The Meadows, Sandfields, Bromsberrow Heath, HR8 1NX | Remove all ivy covering the tree, remove dead wood and undertake 20% crown reduction | No comments |

**CORRESPONDANCE**

1. **FINANCIAL MATTERS AND ASSETS**

**9.1 Invoices for payment**

 Council agreed the following payments:

 Clerk Salary £384.98

 PATA Payroll Services 20/0796/PPS £18.40

 GAPTC Subscription £118.98

* 1. **Retrospective Payments**

Eyelid Productions INV-2556- Web domain £20

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

 It was noted that a large pothole has developed along beech lane approximate dimensions of 8ft by 4ft, 9in depth, this has previously been reported without any further action taken, Cllr Hunter to provide clerk with a photo to pass on to highways.

1. **TO RECEIVE CORRESPONDANCE**

Clerk has been assisting Eastnor & Donnington Parish Clerk with the replacement of a flood depth gauge at Clenchers Mill due to this falling under Gloucestershire.

1. **VAS FIGURES**

VAS has been situated on the post central to the village and has caught the highest percentage of speeders. The figures for the end of March will show if there is a notable difference with the signs display turned off. The community speed watch group has been contacted by Amber Jenkins PCSO who has taken an interest in speeding within Bromsberrow Parish and is looking to arrange a speed camera operation in the village, possibly around the bus shelter where suitable to pull cars over. VAS will move to a different post soon.

Cllr Hunter noted that when the VAS is situated on the post in Woodend Street it catches cars whilst they are still in the 50mph zone, Cllr Warren has agreed to see if this can be amended.

1. **QUARRIES**

Cllr Stevens informed the council that a lot of the clay lining to be done to sidewalls and base. Smiths have taken over at the quarry and all work is being completed properly now. The quarry is looking to be around ¾ full. There have been some attempts to drill down to the drinking water supply for testing however there have been issues including the water supply being drilled through.

1. **GRASS CUTTING**

Quotes have been received from; B L Mann Garden Maintenance - £70 per cut, Finches - £60 per cut, J Warner - £70 per cut. After discussion Cllr Lewis proposed to offer contract to J Warner who has carried out the work previous years. Cllr Warren seconded. All Cllrs present agreed with the exception of Cllr Burford who abstained.

The contract for grass cutting in 2021/22 will be offered to J Warner.

1. **GENERAL WASTE BINS**

It has been noted that Sarah & Steve Wood have been litter picking often collecting around 10 bags of litter. Run out of litter bags and pickers, after 12th April will be able to request more litter bags. The council would like the clerk to send a letter of thanks on behalf of the council. Following on from communication with the district council the council discussed the best places within the parish to provide additional general waste bins, these would be at the bus shelter, at the bottom of Sandfields, near to the industrial estate. The council would like the clerk to find out how often the bins are emptied.

1. **PUBLIC RIGHTS OF WAY**

The council has no unmarked rights of way to be added to the register.

1. **Forest of Dean District Council's Licensing Act 2003 Policy Consultation**

The council has no comments to make on this policy.

1. **PARISH COUNCIL WEBSITE CONTENT AND PROGRESS**

The council would like additional information to be added to the website related to the War Memorial including names of those listed on the memorial along with some information about each individual, once the clerk has received this information it will be added to the webpage.

The clerk has finished the main creation of the website, now will only require the addition and updating of information within clerks usual working hours. The total time taken to finish the website is 25 hours, the council has agreed for the clerk to be paid this as overtime in the next paycheque.

1. **POLICY ADOPTION**

Data Protection Policy and Grant Awarding Policy. No comments to be made on these policies and all in agreement for them to be adopted by the council. These will be adopted with immediate effect.

1. **FLOOD DEFENCE MEASURES**

The council does not wish to take any action with the flood defence bags.

1. **ANNUAL PARISH MEETING**

Date for the annual parish meeting was discussed. Agreed for the meeting to take place on Tuesday 25th May starting at 6.30pm. The annual meeting of the parish council and normal meeting of the parish council will take place directly afterwards.

1. **MEETING DATES FOR 2021/2022**

It was discussed and agreed for the meetings in 2021/22 to take place on the last Tuesday of each month that a meeting is held.

1. **FOR FUTURE DISCUSSION**

It was bought to the council that a parishioner has offered to clean and paint the phone box in the village that houses the defibrillator for a cost of £95, provided the council provides the paint required. All in agreement for this to take place, Cllr Hunter will investigate sourcing the required paint.