



Karen Mitchell
TOWN CLERK

BROMYARD & WINSLOW TOWN COUNCIL

Council Offices
The Old Vicarage
1 Rowberry Street
Bromyard, HR7 4DU

Telephone (01885) 482825
E-mail: clerk@bromyardandwinslow-tc.gov.uk

AGENDA
C19/22 - C19/42

Wednesday 20th February 2019

Dear Councillor,

You are summoned to attend a Meeting of the Town Council to be held on
Monday 25th February at 7:30pm
in the Council Chamber, Council Offices, Bromyard.

Yours sincerely,

Karen Mitchell
Town Clerk

A HARD COPY OF THE AGENDA AND ANY ASSOCIATED PAPERWORK WILL BE FOUND IN YOUR PIGEONHOLE.
THESE NEED TO BE BROUGHT TO THE MEETING,
NO DUPLICATES WILL BE ISSUED

Cllr. Page (Chairman), Cllr. Brunsdon (Vice Chairman) Cllrs Andrews, Cave, Churchill, Clark, Cooper, Dods, Dr D Dunne-Thomas, Faulkner, Dr D Ferriday, Franklin, James, Johnson, Lester, Nevin, Pettitt and Smith

AGENDA

Fire Procedure

C19/22 Apologies

Schedule 12 of the Local Government Act 1972 requires that a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded.

C19/23 Declarations of Interest and written requests for dispensation:

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Bromyard and Winslow Town Council Code of Conduct for Members and by the Localism Act 2011.

Note: Members should leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.

Requests for dispensations must be in writing, addressed to the Town Clerk and received as soon as possible before the meeting.

C19/24 Policing Matters

To receive a report from PC John Meek.

C19/25 Public Question Time

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 five minutes. Questions/comments shall be directed to the Chairman.

15 minutes is allotted to this item.

C19/26 Chairman's Report

To receive a verbal report from the Chairman of the Council.

C19/27 Town Clerks Report

To receive the Clerk's report on matters completed and outstanding that may not appear on the agenda.

C19/28 Tenbury Road Public Toilets

Herefordshire Council has advised that the electricity meter for the public toilets was not transferred into Bromyard and Winslow Town Council's name when the sale took place on the 31st March 2016. As such, Herefordshire Council has continued to pay the bills and is now looking to recover expenditure for the period 1st April 2016 to 31st December 2018.

Members are requested to consider payment, in the sum of £2,911.08.

C19/29 Bromyard Speed Festival - 7th April 2019

To receive a progress report on carriageway repairs and to consider costs for the works (if available).

C19/30 Ward Members reports

Cllr A Seldon

Cllr N Shaw

C19/31 To resolve to exclude members of the public and press

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

C19/32 To receive, approve and sign the Minutes of the Meeting of Council held on Monday 28th January 2019.

C19/33 Committees and Working Parties

- 1) Staffing Committee
To receive and note the Minutes of the meeting held on 24th January, 2019. Cllr Brunsdon
- 2) Planning & Economic Development Committee
To receive and note the Minutes of the meeting held on 4th February, 2019. Cllr Page
- 3) Finance & Properties Committee
To receive and note the Minutes of the meeting held on 11th February 2019. Cllr Franklin

C19/34 Full Term Elections – Thursday 2nd May 2019

1. The Town Council is requested to consider if it wishes to request Herefordshire Council to issue separate parish council poll cards in the event of a contested election in the East and West wards.
Note: Herefordshire Council will be issuing ward poll cards which reference the parish, however, the Town Council is advised that there may be a rare occasion where there may not be a contested ward election, in which case, poll cards will not be issued.
2. Members are advised that a Candidates Briefing session will be held in the Town Hall, Hereford at 6pm on Thursday 7th March. The elections team will be on hand to talk about the elections process and to assist with any queries.
Note: Completed nominations papers must be hand delivered to the elections office in Hereford by 4pm on Wednesday 3rd April 2019.
Further details on the upcoming elections are available at the following link <https://www.herefordshire.gov.uk/upcomingelections>
Copy of Elections bulletin for prospective candidates herewith.

C19/35 Events

At the Full Council meeting held on 28th January, the Council agreed to allocate funds for the following events:

- 75th Anniversary of D-Day and the Battle of Normandy (6th June 2019)
sum allocated £400 (Minute C19/15 refers)
- Armed Forces Day, (29th June, 2019)
sum allocated £150 (Minutes C19/16 refers)

Members are requested to suggest ideas for how the money could be spent.

C19/36 Hop Pole

To discuss concerns relating to the state and safety of the Hop Pole in the Square.

C19/37 Reports of Outside Bodies:

- 1) Chamber of Commerce – Cllr James
- 2) Bromyard Grammar School Foundation - Cllr Cave
- 3) Bromyard Relief in Need - Cllr Cave
- 4) Market Towns Forum – Cllrs. Brunsdon & Churchill
- 5) Public Hall Committee – Cllr Churchill
- 6) Bromyard Downs Common Association – Cllr. Churchill

- 7) HALC – Cllr Cave
- 8) Festivals Association – Cllr Pettit
- 9) Kempson Players – Cllr Brunsdon

C19/38 To receive and note any correspondence received. For information only

HALC Information Corner - detailing recommendations from The Committee on Standards in Public Life for changes to be made on ethical standards in local government.

<https://www.gov.uk/government/organisations/the-committee-on-standards-in-public-life>

C19/39 Date of Next Meeting

The next meeting of the Council is scheduled to be held on Monday 25th March 2019.

<p>In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of the following items (Item C19/31 refers)</p>

C19/40 Old Vicarage

To consider a recommendation from the Finance & Properties Committee to accept a revised quotation from company 2 for lighting in the Old Vicarage. (Minute F19/32 refers)
Quotations comparison attached.

C19/41 Public Toilets

To consider a recommendation from the Finance & Properties Committee to approve option 3 for the replacement of public toilet facilities in Tenbury Road car park. (Minute F19/34 refers)
Quotations comparison attached.

C19/42 Staffing matters

Employment matters relating to contracts and pensions. (Minute S19/15 and Confidential File Note: S01.24.19 refers refers)

To consider legal advice relating to:

- i) gratuity payment
- ii) current arrangements

Document to be circulated at the meeting.