



Gary Swinford
ACTING TOWN CLERK

BROMYARD & WINSLOW TOWN COUNCIL

Council Office
The Old Vicara
1 Rowberry Stre
Bromyard, HR7 4D

Telephone (01885) 4828:
E-mail: clerk@bromyardandwinslow-tc.gov.uk

AGENDA
16/241 - 16/263

2016

Dear Councillor,

You are summoned to attend a Meeting of the Town Council to be held on
Monday 19th December 2016 at 7:30pm
in the Council Chamber, Council Offices, Bromyard.

Yours sincerely,

Gary Swinford
Acting 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. Clark (Chairman), Cllr. Page (Vice Chairman) Cllrs Andrews, Brunsdon, Cave, Churchill, Dods, Faulkner, Ferguson,
Harper, Johnson, Lester, Nevin, Pettitt, Smith and Turner

AGENDA

Fire Procedure

16/241 Apologies

16/242 Declarations of Interest and written requests for dispensation:

16/243 Policing Matters:

16/244 Chairman's Report:

16/245 Clerk's Report:

16/246 Correspondence:

16/247 To receive, approve and sign the Minutes of the Meeting of Council held on 21st November 2016.

16/248 Matters Arising from the Minutes – for INFORMATION ONLY:

16/249 To receive reports of Town Council Committees as per UNRATIFIED Minutes

- 1) Planning & Economic Development Committee – 5th December 2016 - Cllr. Page
- 2) Finance & Properties Committee – 12th December 2016 - Cllr. Smith
- 3) Staffing Committee – 6th October 2016 - Cllr Pettit

16/250 Accounts for Payment

Members are asked to approve payment of the following invoices which were received after the Finance and Property Committee Agenda had been distributed.

Brian Lane	Maintenance Playing Fields	300.00 + VAT
Brian Lane	General Maintenance around Bromyard	1120.41 + VAT
Parallel Lines	Re-lining of spaces in Car Parks	690.00 + VAT

16/251 Ward Councillor Reports:

Cllr. Seldon
Cllr. Shaw

16/252 Public Question Time:

15 minutes is allotted to this item.

16/253 Kempson Players

The Town Council is a corporate trustee of the Kempson Players Charity. Whilst the constitution for the charity was being devised it was appropriate that the Chairman of Council represented the Council on the board of trustees. However now that the constitution has been adopted a Member of Council may be appointed to represent the Council. Nominations are therefore sought.

16/254 Social Media Policy

A draft social media policy was circulated prior to the meeting. Members' views are sought.

16/255 Staffing Committee Terms of Reference

The Committee's revised Terms of Reference were circulated before the meeting. The Staffing Committee recommends the Terms of Reference to Council for adoption.

16/256 Grievance Policy

A revised Grievance Policy was circulated before the meeting. The Staffing Committee recommends the Grievance Policy to Council for adoption.

16/257 Neighbourhood Development Plan

At its meeting on Monday 5th December the Planning & Economic Development Committee discussed the matter of a NDP in the light of further information provided by Cllrs Seldon and Shaw. The Committee resolved to reaffirm Council's recent decision to hold the NDP in abeyance.

16/258 Porthouse Farm reserved matters planning application

Cllr Page will update Members.

16/259 Porthouse Farm Section 106 agreement

The finalised 106 agreement was circulated prior to the meeting. Members' views are sought.

16/260 Annual Policies and Procedures Review Schedule

Members will recall that the Council's standing orders call for a large number of policies and procedures to be reviewed at the Council's annual meeting. However, it is simply not practically possible to review ALL of the policies and procedures at one meeting and therefore it is proposed that those which do not HAVE to be reviewed at the annual meeting are reviewed in line with the schedule which was circulated prior to the meeting.

16/261 Reports of Outside Bodies:

- 1) Chamber of Commerce – Cllr. Page
- 2) Bromyard Grammar School Foundation
- 3) Bromyard Relief in Need - Cllr Cave
- 4) Market Towns Forum – Cllrs. Clark & Page.
- 5) Public Hall Committee – Cllr. Ferguson
- 6) Bromyard Participation Group – Cllr. Clark
- 7) Bromyard Downs Common Association – Cllr. Churchill
- 8) HALC – Cllr Turner
- 9) Kempson Players Charity – Cllr Churchill

16/262 Part 2 Private and Confidential

Pursuant to section 1 (2) of the Public Bodies (admission to Meetings) Act 1960 it is proposed that because of the confidential nature of the business to be transacted the public and the press leave the meeting during consideration of the confidential minutes of the Staffing Committee.

