

Brilley Parish Council

Minutes of Brilley Parish Council on
Wednesday 25th November 2020 at 19.00 via Zoom

In attendance Adrian Chapman, Roger Bayliss, Alasdair Stevenson
Also present Emma Noble, Clerk.

1. **To receive apologies for absence – Chris Holloway, Steve Anning, Graham Jones**
2. **To receive declarations of interest and written applications for dispensation – none received.**
3. **To adopt minutes of previous meeting – 20th August 2020 – These were agreed to be a true account of the meeting and ADOPTED**
4. **Public Forum –**
 - 4.1. Ward Councillor – To receive report – Apologies were received from Cllr Jones and the Parish Councillors recorded their sympathies to Graham for his recent loss.
 - 4.2. Local Residents – At Chairman's discretion, up to 10 mins will be allocated for the public to make representations, ask questions & give evidence in respect of any item on the agenda. Maximum of 2 mins per person is allowed. Item is not for comment on parish council discussions or decisions. Issues raised will be in public minutes and may be videoed or recorded – no members of the public present.
5. **Financial Procedures – To note financial position, consider the following payments and income against budget.**
 - 5.1 To confirm new mandate – The resolution was agreed by all those present and passed that the Parish Clerk and Finance Officer be added to the bank mandate as a non signatory. It was also passed that two names were needed to be removed from the bank mandate. The clerk will action this and send off relevant form for signatures. The clerk has contacts for one but not all and RB will forward the details of the contact he has to enable the bank to notify each contact in regard to the mandate change.
ACTION CLERK and RB
 - 5.2 PG Watts, Lengthsman for January £305.00 Chq no 565 – **ACTIONED**
 - 5.3 Emma Noble, Clerk's contracted hrs salary 24 August-02/ November 2020, £674.40 chq 566 – **ACTIONED**
 - 5.4 To set budget and precept – This was postponed until the January meeting to AS and AC to attend the local budget consultation which may help in setting budgets for 21/22. The clerk had emailed out the current budget and spending and will update and email out again before the meeting in January. NDP review money put aside in 20/21 budget has not been used and will need to be rolled over for 21/22.
ACTION: CLERK
6. To consider delegated powers for the clerk to comment on planning applications as appropriate.

All those present agreed to give the clerk delegated powers to comment on planning where appropriate. The clerk will email the comments to the parish councillors before submitting to Herefordshire Council. Planning 203794 had been emailed to parish councillors prior to the meeting and all parish councillors that can comment on the application will email the clerk with comments by 24th December.
ACTION ALL
7. **Parish Reports and Issues –**
 - 7.1. Lengthsman Scheme – To note report in CIS and consider work for Lengthsman – discussed at 7.5
 - 7.2 Litter Pick - The lengthman reports have documented that there had been litter around the parish. Brilley Parish Council had previously started to organise a litter pick as volunteers had been identified, but due to COVID 19 this was not able to proceed further. The clerk will look at possible funding for litter picks etc and report back at the next meeting.
ACTION: CLERK
 - 7.3 Noticeboard – RB has a possible lead for purchasing ready made notice boards which may be cost

effective. Eardisley have recently purchased one and RB will forward on the details of company that supplied it. The clerk can then get quote for the next meeting.

ACTION: RB and CLERK

7.4 U90602 Brynafal Bridge Court Road to C1072 - Lara Edwards, Locality Steward had emailed in regard to the surface of the road due to 4 x 4's accessing the green lane. The Parish Councillors are aware of this and will monitor the situation. RB registered his satisfaction at the recent highway works at Brunley Close and the Parish Council asked the clerk to officially pass on their thanks to Lara and BB.

ACTION: CLERK

7.5 Culvert 90605 – 90602 overfall stream at Bulmers – to note report in CIS. Peter Watts had documented issues on the above and this had been emailed to Parish Councillors. It was agreed that the parish councillors will continue to monitor the situation and document/take photos of any issues as they arise with changing weather situations.

8. To note Clifford Parish Council draft NDP

The link for the neighbouring NDP draft plan for Clifford had been emailed and any comments passed to the clerk by 8th December.

9. To note correspondence – See CIS

10. To raise matters for next agenda or for Clerk's action under delegated powers (no discussion) –

- 1) Notice board
- 2) Litter
- 3) Budget/precept
- 4) HGV's Holborn Lane

11. To note date of next meeting – 12 January 2021 at 7.30pm

Meeting ended at 7.39pm

Signed:

Date:

Emma Noble – Parish Clerk
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