

Minutes of Brilley Parish Council Meeting

12th January 2021 at 7.30 pm via Zoom

In attendance: Adrian Chapman, Alasdair Stevenson, Roger Bayliss, Cllr Jones and Emma Noble
(clerk)

1. **To receive apologies for absence** – Chris Holloway, Steve Anning
2. **To receive declarations of interest and written applications for dispensation** – None received.
3. **To adopt minutes of previous meeting** – 25th November 2020 -These were agreed by all present to be a true account of the meeting and ADOPTED.
4. **Public Forum –**
 - 4.1. Ward Councillor – To receive report.-- Cllr Jones thanked the Parish Council for their condolences in regard to his recent loss. Cllr Jones updated the Parish Council on the following matters:
 - As of 12th January there had been 169 Covid deaths recorded in Herefordshire.
 - Cllr Jones was pleased to note that the re surfacing works had been carried out at Brunley Close.
 - Next Full Council Meeting is 22nd January. The new Chief Executive interviewing process is well under way and a decision will be announced shortly.
 - Herefordshire Council have started to look at the mineral and waste plan that is due to be reviewed in 2023. Various options will be looked into including more recycling bins.
 - In regard to budgets Herefordshire Council have increased the Council Tax by 4.9% - 3% of this is ring fenced for adult and social care.
 - Transport package – The Western Bypass has not yet been officially scrapped – next meeting is 2nd February. Cllr Jones is in favour of keeping the Southern Link Road but the future of this development is yet to be decided.
 - No Parish Cllrs had any questions over the recent budget consultations that have taken place however it was noted that cuts were imminent.
 - 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.

A local resident has raised concerns with a Parish Councillor regarding off roaders and byways – to be discussed at 6.2
5. **Financial Procedures** – To note financial position, bank reconciliation and consider the following payments and income against budget.
 - 5.1 PG Watts, Lengthsman for December £310.00 Chq no 568 - RESOLVED
 - 5.2 To consider Clerk's contracted hrs salary 03/11/2020-04/01/2021 £570.78 chq no 569 - RESOLVED
 - 5.3 To consider clerks expenses for mileage (2 journeys to Brilley at 36 miles each, 0.45 ppm) RESOLVED
 - 5.4 To consider AKA Littlejohn Invoice no HE0023 Administration charges in relation to AGAR £48.00 RESOLVED
 - 5.5 To set budget 20/21 – the budget was discussed and the following noted:
 - The budget for the noticeboard was increased from £200 to £1800 due to recent prices obtained.
 - The NDP budget allowance will roll over to 21/22 as did not take place this year due to COVID
 - All other budgets remained the same
 - 5.6 To set precept 21/22 – After considering the budget and spend for 20/21 it was proposed by AS and seconded by RB to keep the precept at £11500

- 5.7 To consider bank reconciliation – The bank reconciliation was NOTED.
- 5.8 To consider HALC Audit update course for the clerk £40 – This was RESOLVED and will be split 50/50 with the other PC that the clerk works for.

6. Parish Reports and Issues –

- 6.1. Lengthsman Scheme – To note report in CIS and consider work for Lengthsman inc Tan House – The necessary work has been RESOLVED since the report and all other notes documented on the invoice were noted.
- 6.2. Off roaders and byways – A local resident had raised the issue of the condition of Dart/Red Lane. It has been noted that off-roaders are using it and one group had even come from Reading! The clerk will check with the Locality Steward regarding what the access is classed as i.e. RUPPS, BOATS etc. It may be a TRO could be investigated and a downgrade to a bridleway. **ACTION: CLERK**
7. **Litter Pick** - Clerk update as reported in CIS – a community litter pick was agreed by all and will go on the agenda for March ready for a spring litter pick.
8. **Notice Board** – Clerk update as reported in CIS – prices were above the budgeted £200. It was agreed that the notice board needs to have at least two sections and one at least covered. It was also agreed that the Parish Council would need to purchase two notice boards for the community as we currently have two in operation for community use. The clerk will look into this further and it will go on the next agenda.
9. **HGV's Holborn Lane** – There have been no more reports of any HGV's using Holborn Lane. No further reports of caravans or motorhomes have been received.

10. To note correspondence – See CIS

10.1 To note HALC courses and newsletter

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

NDP – This currently carries some weight but a review is needed and a material change of one policy for this to meet recommendations. Clerk to issue the current NDP to Parish Councillors in time for the next meeting.

Notice Board

Litter Pick

Red/Dart Lane

12. To note date of next meeting – to be confirmed but will be in March at 7.30 pm.

Signed Chairperson

Date