

Brilley Parish Council

Minutes of The Parish Council Meeting held on
Tuesday 8th March 2022 at 19.30 in Brilley Village Hall

Present – Adrian Chapman (AC), Chairman, Alasdair Stevenson (AS), Vice Chairman, Roger Bayliss (RB). Also present: Emma Noble, Parish Clerk.

1. **To receive apologies of absence** – Chris Holloway, Steve Anning and Graham Jones – Councillor Holloway has verbally given notice that he would like to resign from the Parish Council – The clerk will contact Cllr Holloway to confirm she needs any resignation in writing to submit to Herefordshire Council.
ACTION: CLERK
Cllr Bayley confirmed that he is due to move from the parish in the summer and will tender his resignation as appropriate when a moving date confirmed.
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2. **To receive declarations of interest and written applications for dispensation- none received**
3. **To adopt minutes of previous meeting** – 17th February 2022 – The minutes were proposed by AS and seconded by RB that the minute were a true account of the meeting– All present agreed the minutes were to be ADOPTED
4. **Public Forum –**
 - 4.1. Ward Councillor – To receive report. – apologies received from Ward Cllr Jones
 - 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 local residents present although concerns regarding the footbridge by Brilley Green Dingle were NOTED. AC and the clerk had spoken with the locality steward regarding the bridge who confirmed that footpaths are due to go back in house to Herefordshire Council and that landowners are responsible for replacing footpath furniture.
5. **Financial Procedures** – To note financial position, bank reconciliation and consider the following payments and income against budget.
 - 5.1 PG Watts, Lengthsman for February £201.25 chq no 606 – This was within agreed budget and ACTIONED.
 - 5.2 To consider Clerk's contracted hrs salary 12/01/22-08/03/22 5 hours per week (8 weeks) pay @ 10.57 ph £422.80 chq no 607 – This was within agreed budget and ACTIONED
 - 5.3 To consider clerks expenses for mileage (5 journeys to Brilley between 11.01.22- – 08.03.22 @ 0.45 pp) £76.50 chq 609 - ACTIONED
 - 5.4 To consider invoice for HALC 1419 - Annual subscription and membership to HALC and NALC £374.99 – it was noted to be a slight increase from the previous year and the cheque was ACTIONED.
 - 5.5 Upper Bridge Enterprises – INV 1138 £159.00 annual license fee and domain – This was within budget and ACTIONED.
 - 5.6 To consider financial position – the bank statement was NOTED
6. **Planning – to consider planning applications determined by Herefordshire Council** – no planning applications received.
7. **Parish Reports and Issues –**
 - 7.1. Lengthsman Scheme – To note report and consider work for Lengthsman - Peter Watts has submitted his final invoice for 21/22 which brings the work within budget. It was proposed by RB and seconded by AS that due to recent storm weather it would be sensible to put a contingency in place should Peter have more maintenance work to carry out in the parish due to storm damage, It was RESOLVED to set a contingency budget of £250. The clerk will inform Peter that money is available should there be any storm repair work that needs to be carried out before the end of March 2022.

Peter has recently been on a parish drive with the locality steward to identify areas of concern and also to identify any areas where the drainage grant may be applicable – Peter confirmed to the clerk that all work identified fell within the normal Balfour Beatty remit. Dark Lane has recently come under the radar in regard to its status as suitable for vehicles – if the parish council wanted a TRO it could cost in the region of £5000 – the parish council decided that this was not currently something they wished to proceed with.

ACTION: CLERK

8. **To consider the Parish Maintenance (Lengthsman) Scheme 22/23** - It was proposed by AC and seconded by RB and agreed by AS that the parish council continue with this scheme. The clerk will submit the necessary paperwork to Balfour Beatty.
ACTION: CLERK
9. **To consider drainage grant** – no work has been identified for the scheme so the clerk will not pursue this any further.
10. **To comment on Verge Cutting Programme (Balfour Beatty)** – After much discussion it was agreed that AC will liaise with Pat Stirling and report back to the parish council via email regarding areas that would benefit from one cut only without impacting on safety of road users as safety is the main concern.
ACTION: AC
11. **To comment on Woodland Management Consultation Plan Upper Welson Farm, Kington** – No concerns raised and the plan was NOTED.
12. **Queens Platinum Jubilee – to consider actions/requests** – It was agreed by all present that the Parish Council will consider any requests that are submitted for financial assistance and support towards jubilee celebrations in the parish.
13. **To raise matters for next agenda or for Clerk's action under delegated powers** (no discussion) – Resignation of Councillor Holloway
14. **To note date of next meeting – Annual Meeting of Parish Council 10th May March 2022** at 7.30pm
Also Annual Parish Meeting Time to be confirmed

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