

## **Brilley Parish Council**

Minutes of the the Parish Council Ordinary Meeting on  
Tuesday 8<sup>th</sup> November 22 at 19.30 in Brilley Village Hall

In attendance: Adrian Chapman (AC- Chairman), Alasdair Stevenson (AS – Vice Chair), Liz Tucker (LT), Gareth Bufton (GB)

Also present: 3 members of the public (2 to provide footpath presentation item 5)  
Emma Noble – Parish Clerk

1. **To receive apologies of absence** – Steve Anning, Ward Cllr Jones
2. **To receive declarations of interest and written applications for dispensation** – none received
3. **To adopt minutes of previous meeting** – 14<sup>th</sup> October 2022- These were agreed to be a true account of the meeting and ADOPTED.
4. **Public Forum** –
  - 4.1. Ward Councillor – Ward Councillor not present.
  - 4.2. Local Residents – At Chairman's discretion, up to 10 mins will be allocated for the public to make
  - 4.3. 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 –
5. **Footpaths** – Kevin Robinson – Kevin and Paul provided the parish council with a presentation regarding maintenance of the footpaths along the Kington Ward. The databases they use to log and report PROW problems were discussed along with the legalities of landowners maintaining the footpaths across their land. Kevin and Paul have a good working relationship with landowners. They evidence any potential Herefordshire Council PROW footpath issues with photos and log accordingly. More often than not the issues they come across like overgrown footpaths etc are dealt with in house rather than reporting to Herefordshire Council as this proves more timely. As the group are volunteers they are covered under the parish councils insurance and any named footpath officer is recorded with the insurance provider. Kevin is happy to advise a footpath lead for Brilley. It was proposed that at present Liz/Alasdair will monitor footpaths and report issues as appropriate. Consideration for a Footpaths Officer will be reviewed accordingly.
6. **Planning – to consider planning applications determined by Herefordshire Council**
  - 6.1 **To consider comments for planning application P221321/2** - Huntington – erection of up to 6.5 hectares of polytunnels – part retrospective and P2213212 change of use from agricultural land to the stationing of 18 caravans/mobile homes for seasonal agricultural workers – part retrospective – both Haygrove. The application was discussed at length. The application is currently still valid and no decision has been made. The clerk and Ward Councillor have spoken to the planning officer who has commented that a new application submission is expected shortly. It was agreed by all present the AC will draft an email to the Parish Council to agree and forward to the planning officer. When the following application is submitted the Parish Council will review as appropriate. ACTION: AC
7. **Policing**
  - 7.1 To consider updating the Police Charter – This was discussed and agreed as the following.
    1. Thefts
    2. Wildlife Crime
    3. Response time
    4. Road policing
  - 7.2 To consider any action regarding prowlers – AC informed the parish council that there had been recent night time thefts from unlocked cars in the parish. The local policing team had responded by carrying out late night patrols. After communication with PC Wall it was confirmed that the perpetrator had been arrested. Other concerns that were noted were careless driving through the village and empty bottles of alcohol being thrown out of cars. Any incidents can be reported to Kington Safer Neighbourhood Team with car model and registration number if possible.
8. **To consider Rural Settlement Hierarchy** – Revised settlement audit – The Parish Council went through the audit and confirmed there were no changes. The Parish Council asked the clerk to confirm why Brilley were still in the process as they only have one out of seven amenities.

**9. To consider gift for R Bayliss** - a local resident had suggested the parish council recognise the work of former parish councillor who served for 40 plus years - in accordance with Section 37 the parish council cannot gift members of the public. The clerk will liaise with HALC as a bench or tree for the community was also suggested.  
**ACTION: CLERK**

**10. Financial Procedures** – To note financial position, bank reconciliation and consider the following payments and income against budget.

- 10.1 To consider PG Watts, Lengthsman for October £310 in accordance with agreed budget, also outstanding balance of £85 from August invoice - ACTIONED
- 10.2. To consider clerks salary in accordance with the agreed budget - ACTIONED
- 10.3. To consider clerks expenses – 3 return journeys 14 October, 31<sup>st</sup> October, 3<sup>rd</sup> November 22 £46.20 - ACTIONED
- 10.4. To note bank reconciliation - NOTED
- 10.5 To consider setting parish precept 23/24 – This was discussed at length and discussion included possible grants for lengthsman from Balfour Beatty. It was agreed by all present that the precept will stay at £11500 as any possible grants have not been confirmed.
- 10.6 To consider setting 23/24 budget – the draft budget was agreed to be kept at the same as the previous year as no changes anticipated.

**11. Parish Reports and Issues –**

- 11.1 Lengthsman Scheme – To note report and consider work for Lengthsman - NOTED – litter comment was noted and parish clerk to look at community litter pick in March.
- 11.2 To consider parish maintenance schedule for 23/24 – it was agreed this would stay the same as 22/23 as this appears to be working well.
- 11.3 To receive update from recent parish drive with Locality Steward – AC and EN attended the parish drive which was beneficial. Balfour Beatty are aware of issues including the re surfacing of the road by The Buildings as there have been reports of a child coming off a bike and a damaged sump on a car. Residents are encouraged to log on to Herefordshire Council website and log issues such as highways and drainage etc.

**12. To consider items for the next agenda (no discussion)**

**13. To consider date of next meeting 10<sup>th</sup> January 2023**

Meeting closed at 9.10pm

Signed.....

date .....