

01/2024

Brilley Parish Council

Minutes of the Ordinary Meeting of Parish Council meeting on
Monday 8 January 2024 at 19.30 in Brilley Village Hall

In attendance: Adrian Chapman (AC, Chair) Alasdair Stevenson (AS, Vice Chairman), Liz Tucker (LT), Steve Anning (SA), Gareth Bufton (GB) and Amber Littleworth, Parish Clerk
3 members of the public including Ward Councillor and Tree Warden

1. **To receive apologies of absence** – none to declare
2. **To receive declarations of interest and written applications for dispensation** – none received
3. **To adopt minutes of previous meeting** – 14th November 2023 – the Minutes were agreed by all present to be a true account of the meeting- AC proposed the minutes be adopted and AC seconded – the minutes were therefore ADOPTED and SIGNED.

4. Public Forum –

4.1. Ward Councillor – provided flood sympathies for those affected, confirmed the difference of responsibilities between riparian owners and Council. November passed the Budget and the Bypass in Hereford with housing plan has been resurrected. Government is providing an extra £5million for road improvements and £10million from local Council. Roads should improve significantly over the next 2 years. However, £200million is required to improve the roads altogether. A wide discussion regarding pot holes for the County as to how they only fill one pot hole and leave the surrounding pot holes, concerns they aren't filling pot holes correctly. Finally confirming Herefordshire Council currently only have 3 planning officers and to expect large delays.

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.

4.2.1 A member of the Parish confirmed he would like to speak at Item 7.8.

4.2.2 A member of the Parish explained there is a West Mercia Grant to aid safer roads. It was proposed a convex mirror is placed on the Chapel Lane junction. There is a deadline of 2nd February 2024 and details will be sent via email to look into this further.

ACTION: AS

5. Planning – there were no Planning Applications to note/discuss.

6. Financial Procedures –

6.1 The following payments were AGREED in accordance with the budget

6.1.1 Clerk salary and expenses for December as per the Contract of Employment

6.1.2 Herefordshire Council Electoral Services - £145.16

6.2 Bank reconciliation could NOT be carried out during this Parish Council meeting due to difficulties accessing the bank. This will be sent to Parish Councillors via email.

7. Parish Reports and Issues –

7.1 Lengthsman Scheme – The Report received by the Lengthsman was NOTED. It was NOTED National Trust have dug out the ditch but the road is continuing to flood. It was SUGGESTED the verge is filled in.

ACTION: CLERK to find out Lengthsman contract renewal date

02/2024

7.2 Verges Update – It was STATED from Balfour Beatty the verges had been cut. Councillors confirmed this was incorrect. It was SUGGESTED we request proof of record from Balfour Beatty and to look back through correspondence during Autumn 2023 to find the email confirming the splays had been cut.

ACTION: Clerk to find email correspondence and forward to Robert Highfield. Clerk to also inform Paul Hunter of Balfour Beatty to splays are still to be cut.

7.3 Tree Warden Report: Warden attended a HARC conference and provided feedback to the Councillors. The Parish Council are to encourage reporting sightings of critical plants and Tree Warden will send an email as how to we report anything we see. Tree Warden explained Oak Processionary Moth is a real danger for this Parish and its surroundings. Most likely to cause the most damage between May and June. If the Processionary Moth is sighted, report it and it will be dealt with correctly. More detail will be provided about this and published for parishioners. Ward Councillor explained regarding Ash Dieback Disease the Cabinet will remove but not replace. The Council SUGGESTED to replace with Elm.

ACTION: Tree Warden to send Reports to Council

7.4 Match Funding Maintenance: Councillors went through the match funding figures and NOTED Lengthsman Report as mentioned in Item 7.1

7.5 Draft Budget: Councillors CONFIRMED we are on target.

7.6 Precept: The Precept will remain the same and was unanimously AGREED by all Councillors.

7.7 Broadband: AS explained the Parish has suffered a total of 47 days of outages over 3 occasions. 27 days being the longest outage in 1 period. The Council have tried all aspects and this is purely down to a lack of maintenance. Fastershire closes down in March 2024. It was SUGGESTED that Sat Phones may be an alternative emergency solution.

7.8 Hoople/Footpaths: Hoople is a subsidiary to Herefordshire Council. A Parishioner visited the Hoople site to collect footpath signs. A member of staff at this site stated to the Parishioner they currently have no work which is disappointing to hear when most people of the County are aware of the desperate works required for Herefordshire. To hurry a process over for the works required in the Parish for the bridge, it was SUGGESTED an aluminium bridge is made instead. It was CONFIRMED that Ward Councillor and LT are attending a meeting with Herefordshire Council, Hoople and Balfour Beatty and will let us know the outcome.

7.9 Police update: Clerk provided an update from PC Felix Rawlinson's email. PC Rawlinson would like to host a 'drop in session' for the parishioners of Brilley at the Village Hall in the near future. This was AGREED by all Councillors suggesting this is booked for Spring 2024.

ACTION: Clerk to confirm Session with Felix and pass on David's contact details

7.10 C1072 Brilley Court overhanging trees: Councillors CONFIRMED there has been no change. It was mentioned the road is in disrepair and needs to be reported to Paul Hunter of Balfour Beatty.

ACTION: AC to liaise with Paul Hunter regarding overhanging trees. LT to send over exact location of damaged road for Clerk to report to Paul.

7.11 Autela: Clerk provided information of costs to use Autela Payroll Services going forward. Clerk explained this will soon become mandatory. It was AGREED unanimously to instruct Autela for payroll.

03/2024

ACTION: Clerk to instruct Autela and retrieve Starter Information Pack

8. Items for next agenda (no discussion) – police update

10. To consider date of next meeting Monday 11th March 2024

Meeting closed at 08:53pm

These minutes are draft only and will be presented to the parish council on 11th March 2024 for Adopting.

A handwritten signature in black ink, appearing to be 'M. V.' or similar, written in a cursive style.

11/3/24