



**Gary Swinford**  
**ACTING TOWN CLERK**

**BROMYARD & WINSLOW TOWN COUNCIL**

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**AGENDA**  
**18/001 - 18/024**

Wednesday 24<sup>th</sup> January 2018

Dear Councillor,

You are summoned to attend a Meeting of the Town Council to be held on  
**Monday 29<sup>th</sup> January 2018 at 7:30pm**  
in the Council Chamber, Council Offices, Bromyard.

Yours sincerely,

Gary Swinford  
**Acting Town Clerk**

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A HARD COPY OF THE AGENDA AND ANY ASSOCIATED PAPERWORK WILL BE FOUND IN YOUR PIGEONHOLE.  
THESE NEED TO BE BROUGHT TO THE MEETING.  
NO DUPLICATES WILL BE ISSUED

Cllr. Clark (Chairman), Cllr. Page (Vice Chairman) Cllr's Andrews, Brunsdon, Cave, Churchill, Cooper, Dr Dunne-Thomas, Dods, Faulkner, Dr. Ferriday, Franklin, Johnson, Lester, Nevin, Pettitt and Smith

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**AGENDA**

**Fire Procedure**

**18/001 Apologies:**

- 18/002**        **Declarations of Interest and written requests for dispensation:**
- 18/003**        **Policing Matters:**
- 18/004**        **Chairman’s Report:**
- 18/005**        **Clerk’s Report:**
- 18/006**        **Correspondence:**
- 18/007** **To receive, approve and sign the Minutes of the Meeting of Council held on Monday 18<sup>th</sup> December 2017:**
- 18/008**        **Matters Arising from the Minutes – for INFORMATION ONLY:**
- 18/009**        **To receive reports of Town Council Committees as per UNRATIFIED Minutes:**
- 1) Planning & Economic Development Committee  
18<sup>th</sup> December 2017 – Cllr. Page  
29<sup>th</sup> January 2018 - verbal report -Cllr. Page
  - 2) Finance & Properties Committee 15<sup>th</sup> January 2018 - Cllr. Smith
  - 3) Staffing Committee 13<sup>th</sup> December and 20<sup>th</sup> December 2017 – Cllr. Pettitt
- 18/010**        **Accounts for Payment:**  
Members are asked to approve payment of the following invoice which was recommended to Council for payment by the Finance and Properties Committee on Monday 15<sup>th</sup> January 2018.  
B & M Johnson - Installation of heating to Heritage Centre (part payment) £3,500.00 + VAT
- 18/011**        **Quarterly Financial reports:**  
In line with Financial Regulations, members are asked to receive the following quarterly reports:
- a) Cash & Investment Reconciliation
  - b) Income & Expenditure Report by Account Code
  - c) Receipts & Payments Summary report

**18/012 The HOPE Centre**

Members will have received a letter, dated January 2018, from the Hope Centre's Chief Executive, Sarah Eardley. This letter was forwarded by officers earlier this month. The letter states "With only a few weeks to go until we are out of contract we are not certain of what's happening". Members' views are sought.

**18/013 Bromyard Bypass - Speed Limit review**

Members will find attached a Briefing Document from Herefordshire Council regarding the results of a speed census conducted along the Bromyard Bypass (A44). The Town Council has been asked to provide an official written response to the results of the census. Members' views are sought.

**18/014 Ward Councillor Reports:**

Cllr. Seldon  
Cllr. Shaw

**18/015 Public Question Time:**

15 minutes is allotted to this item.

**18/016 Chamber of Commerce Representative:**

Following Cllr. Page's resignation nominations are now sought for a Member to represent the Town Council on the Chamber of Commerce.

**18/017 Car Park Charges:**

A review of the car park charges at the Rowberry Street and Tenbury Road car parks had been placed on the December Finance & Properties Committee agenda. After some discussion the Committee resolved to refer the review direct to Full Council.

Members will find attached details of charges currently in operation and are asked to review them.

It may be of assistance to know that there would be a cost of some £325.25 + VAT to change the software in both the machines with a further £100.00 + VAT to alter the Tariff Boards.

Members' views are sought.

**18/018 Budget 2018 - 2019**

Having discussed the budget requirements for 2018/2019 on several occasions the Finance & Properties Committee met on Monday 15<sup>th</sup> January 2018 and recommends to Council a 2018/2019 budget of £244,637.00. The breakdown report and RFO Report supporting this requirement are attached.

The Finance & Properties Committee also recommends that in addition to the expenditure budget as outlined any underspends from line items 4090, 4092 and 4315 be added to the available expenditure for the new financial year. It is not possible to be more specific as it is not yet known how many works might be completed or how many grants may be approved before 31<sup>st</sup> March 2018. Members' views are sought.

**18/019 Precept 2018 - 2019**

The Finance & Properties Committee recommend to Council a Precept figure of £233,378. The RFO is advised by Herefordshire Council that there are 1395.02 Band D equivalent properties in the parish of Bromyard & Winslow. The above Precept figure would equate to a Band D charge of £167.29 per annum, an increase of 6.7% on last financial year.

Members' views are sought.

**18/020 Reports of Outside Bodies:**

- 1) Chamber of Commerce
- 2) Bromyard Grammar School Foundation - Cllr Cave
- 3) Bromyard Relief in Need - Cllr Cave
- 4) Market Towns Forum - Cllrs. Dods & Page
- 5) Public Hall Committee - Cllr. Churchill
- 6) Bromyard Downs Common Association - Cllr. Churchill
- 7) HALC - Cllr Cave
- 8) Festivals Association - Cllr Pettitt
- 9) Kempson Players - Cllr Brunsdon

**18/021 Confidential item:**

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings Act 1960) it is proposed that because of the confidential nature of the business to be transacted the public and the press leave the meeting during consideration of staff remuneration and appointment to the position of Town Clerk.