

KINGS BROMLEY PARISH COUNCIL

Minutes of the Annual Meeting held on

Tuesday 9th May 2023 commencing at 7.45pm at Kings Bromley Village Hall.

Note – corrections to these minutes will be recorded in the minutes for the following month.

Present: Cllrs. C. Cole (Vice Chairman) ; S. Browne; J. Burkinshaw; N. Crawley; M. Wetson;
P. Till.
County and District Cllr. R. Cox.

In attendance: Mr. I. Colclough (Clerk).

Public Session: Two members of the public were present.

Forum. No members of the public wished to speak at this point.

1. **Election of Chairman and Completion of Declaration of Acceptance of Office.**
Cllr. Till nominated Cllr. Cole who accepted the nomination. This was seconded by Cllr. Crawley. No other nominations were made. All were in favour and Cllr. Cole was duly elected to stand as Chairman.
2. **Election of Vice Chairman and Completion of Declaration of Acceptance of Office.**
Cllr. Cole nominated Cllr. Crawley who accepted the nomination. This was seconded by Cllr. Till. No other nominations were made. All were in favour and Cllr. Crawley was duly elected to stand as Vice Chairman.
3. **All Councillors – Completion of Declaration of Acceptance of Office.**
All Councillors signed the declaration in the presence of the clerk.
4. **Welcome, Apologies and approval of absence.**
Cllr. Cole welcomed everyone to the meeting. He briefly explained the council's financial position and its role. Apologies had been received from Cllr. C. Davies (holiday).
5. **To appoint members to the Planning Sub Committee.**
Cllr. Browne nominated Cllr. Crawley as chairman - he accepted the nomination. This was seconded by Cllr. Burkinshaw. No other nominations were made. All were in favour and Cllr. Crawley was duly elected to stand as Chairman of the Sub Committee.

Cllr. Browne nominated Cllr. Burkinshaw as Vice chairman - he accepted the nomination. This was seconded by Cllr. Crawley. No other nominations were made. All were in favour and Cllr. Burkinshaw was duly elected to stand as Vice Chairman of the Sub Committee.

The remainder of the Committee will comprise Cllrs. Browne, Till and Wetson.

At this point the Planning Sub Committee held their meeting.
The main meeting resumed at approx 8.20pm.

6. **a) in accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interest in items on this agenda.**
Cllr. Till on item 8 a ii and vii as his property fronts the Village Hall.

Cllr. Burkinshaw intimated that he works as an electrician in the parish but that any work he does for the parish council is done free of charge.

b) Clerk to report any written requests for dispensations in respect of items on this agenda. None received.

7. To resolve that the minutes of the Kings Bromley Parish Council General Meeting held on 13th April 2023 are a correct record.

The minutes from the meeting above had been distributed previously. It was proposed and seconded that these minutes are signed as a true record. All were in favour. The chairman signed the minutes.

8. Clerks Report.

a) To consider correspondence received.

(i) SCC Freedom of Information request response. The clerk read out part of the reply. A discussion took place around options. It was suggested that a letter is sent to the resident whose access passes over the land in question to invite them to attend the June meeting. **Action: Clerk.**

(ii) Perennial Landscapes – quote for additional work. The clerk reminded the meeting that the original quote had been rejected as too expensive. A discussion took place around what work is required. Cllr. Till gave an explanation of discussion held between him and the Trustees in 2004. One strip of land at the rear of the boundary wall has now been covered with turf and he is concerned that this should be reinstated. It was decided that the chairman and clerk should meet on site to evaluate what is required before re approaching Perennial for a revised quote. **Action: Cllr. Cole and Clerk.**

(iii) SCC email re Pyford Brook planning application SCC/23/0053/CON-PWA – submission of prior approval request. Cllr. Cole gave the background to this application and the reasons for the revision.

(iv) LDC remittance advice – CIL payment of £380.11 The clerk said it was now confirmed that the council would receive this payment.

(v) John Taylor School – invitation to presentation evening on 11th July. Cllr. Browne offered to attend and it was agreed to give a prize donation of £25. Proposed by Cllr. Cole and seconded by Cllr. Browne. 4 in favour and 1 abstention.

(vi) SCC email regarding fatality on A513. The clerk read out part of a reply from Garry Hunt. It is no longer policy to white line the road edges as it is deemed to encourage faster speeds at night time. There then followed a discussion about flooding on the A513 opposite Eastfields. Cllr Cox intimated that it may be blocked gully and that this should be reported. Clerk to action. **Action: Clerk.**

(vii) Police report. The clerk read out the report as provided by PCSO Horton. Discussion followed about the increase in rural crime instances and what could be done. A general post is to be made on the website and Cllr Cox said he would bring the matter up at his next meeting with the Inspector. Clerk to email Cllr. Cox and to place warnings on the website. **Action: Clerk.**

(viii) Copy of letter from resident / VH Trustees regarding issues at the rear of the hall. Covered under ii above.

(ix) BKV prizes. It was agreed to provide prizes to a total sum of £180 (£15 first, £10 second and £5 third). Clerk to purchase Amazon gift cards. **Action: Clerk.**

(x) Email from police regarding planning issues at the Wharfe Farm Barn Marina. Much discussion took place around this issue but it was felt that the matter is between the residents and LDC Enforcement Team. There was no recollection of any parish councillor or the clerk telling the residents to collect 'evidence' of breaches. Clerk to write the LDC again and to include the comments from the Police. **Action: Clerk.**

b) **Finance.**

- i) Financial Statement. Current a/c £21,557.07 Reserve a/c £9,305.71 – latest statement – could be more once interest added.
- ii) Payments Received. £18,109 – precept, £380.11 CIL payment, £685.56 VAT refund.
- iii) To authorise payments.
 1. Clerks net salary, income tax, expenses and postage costs - £633.74
 2. ICO subscription - £40
 3. Perennial Landscapes – grass cutting - £247.50
 4. Zurich – Councils Insurance - £638.10 – Clerk said he has queried this amount as council has a 3 year deal.
 5. CPRE subscription - £36
 6. Ian Colclough – gratuity to internal auditors – wine - £47.94

It was agreed that the above invoices are paid. All were in favour.

Cllr. Burkinshaw suggested that the vat refund should be transferred to reserves to build up a larger reserve fund. This was agreed. Clerk to action.

Action: Clerk.

(iv) Review of the internal audit. The clerk said that no issues were raised and that he would now complete the audit return to be placed on the website.

Action: Clerk.

(v) Bank signatories. It was suggested that Cllr. Crawley becomes one of the signatories. All in favour. Clerk to arrange. **Action: Clerk.**

(vi) Council administration procedure. The clerk informed the new councillors that email is used to distribute papers and information. All councillors, except Cllr. Browne, are able to do this.

(vii) Training for Councillors. The clerk said that several courses are available and recommended that new councillors attend. A budget is available. Dates had been distributed. Cllrs. to inform the clerk of dates they wish to attend.

Action: Cllrs. Till, Davies and Wetson.

(viii) Post election reminders, expenses, completion of Declaration of Interest form. The clerk reminded the councillors that they must complete an expenses claim by the end of June even it is a nil return. The Declaration needs to be filled in and returned to the clerk as soon as possible. **Action: All.**

(ix) Childrens BKV poster prizes. Covered in 8 a ix above.

9. To receive oral / written reports from County and District Councillors.

Dist. Cllr. Cox said he has £2,500 in his Community Fund. It is again open to bids from local organisations. (Maximum of £150 per application). Details will be placed on Mutterings. Clerk requested a copy. Following the local elections no party has overall control at the District Council. There is now a new Dist Cllr. Covering the parish, Nicky Hawkins. The chairman thanked Cllr. Cox for his report.

10. To consider the latest HS2 issues and receive reports from Councillors.

Cllr. Cole reported. Phase 2a has been postponed, however phase 1 and the link to the mainline at Handsacre will go ahead.

11. To hear an update on the proposed installation of EVC points at the village hall.

Cllr. Burkinshaw said that no further progress has been made. Cllr. Till asked for an explanation of the history of the project. Cllr. Burkinshaw responded and also asked who would now form the parish representatives on the proposed Trusteeship with the Village Hall Committee. It was agreed that Cllr. Cole would sit alongside Cllr. Browne.

All in favour. There then followed questions and a discussion around the trustee set up and maintenance of the village and grounds.

12. To receive reports on current highway and footpath issues.

The street lamp by the War Memorial has now been repaired. Flooding on the A513 is a problem – clerk to report blocked gullies. **Action: Clerk.** It was suggested that a quote is obtained from SCC to see what the cost would be to have the footways in Leofric Close and Manor Road repaired or resurfaced. **Action: Clerk.**

13. To consider a further response to LDC regarding Crawley Lane Kennels.

After discussion it was felt that there was little more the council can do. Problems may arise in the warmer weather once windows are opened. LDC has asked that affected residents request further noise monitoring if they so wish. Cllr. Cox intimated that LDC is still looking into various issues at the site.

14. To look at creating a Neighbourhood Plan.

Cllr. Cole said that the information on the Local Plan that has been undertaken to date is on the website. Clerk to mail a link. **Action: Clerk.** Cllr. Cox went onto explain the pros and cons of having / creating a Neighbourhood Plan.

15. To consider the offer made by the Carnell Group to support the parish.

After discussion it was felt that the idea of a computer awareness day / training was not feasible. However, the use of volunteers provided by Carnell was explored. It was suggested that they are approached to see if they could undertake work at the rear of the village hall. Clerk to contact. **Action: Clerk.**

16. To progress the planning application at the War Memorial (to replace the fence).

Cllr. Burkinshaw apologised for not progressing this. He will get a drawing and pass to clerk so that three quotes can be arranged. Clerk to then seek planning approval from LDC. **Actions: Cllr. Burkinshaw and Clerk.**

17. To consider Councillor reports – for information only.

Cllr. Browne asked why the rates had increased in the District despite LDC stating there would be no rise. Cllr. Cox responded by saying that LDC had not had an increase but that SCC, the Police and the Parish have asked for increases.

The clerk referred to a document that lists Councillors responsibilities for the year and asked that suggestion / volunteers for the various roles are brought to the next meeting.

The meeting closed at 10.09pm.

Signed (Chairman) Date: 9th June 2023.