

# North Bromyard Group Parish Council

## Minutes of the meeting held on Tuesday 25<sup>th</sup> July 2023 at 7.30pm at Saltmarshe & District Village Hall

**Present:** Cllrs: R. Wilks (Chairman), A. Yarnold (V/Chairman), K. Harris, S. Tomkins, I. Dennis, K. Shrubbs & E. Carpenter.

Also present: Parish Clerk Michelle Alexander.

**15.23 Apologies:** Ward Councillor P. Stoddart, Cllr H. Richards.

**16.23 Declarations of Interests, Updates to Registers of Interests and application for Councillor dispensations under s.33 of the Localism Act:** Cllr R Wilks declared an interest in Lengthsman & P3 matters. No dispensations required.

**17.23 Minutes of the Parish Council meeting held 25<sup>th</sup> May 2023:** The minutes were proposed as a true record by Cllr Tomkins, seconded Cllr Yarnold, all agreed.

**18.23 Matters Arising:** None.

### Democratic Public Time:

A recent water leak at a neighbouring property was reported by the resident at The Hop Kilns – the matter remains an ongoing concern but it is uncertain how to resolve the matter.

The matter has been reported to Hfds Council and to Ward Cllr Stoddart. It was also suggested that it should be reported to Welsh Water.

### 19.23 Planning Matters:

19.23.01 Applications for consideration / responses made – none.

19.23.02 Decisions and notifications – P223005/L & P223004/FH – Three Gates, Tedstone Wafre HR7 4PZ – approval of extension. Works to trees at Saltmarshe were also noted.

### 20.23 Financial & Governance Matters:

20.23.01 Payments – Clerk £319.08; Clerks expenses £40.20 BT (May – July) + £21.60 mileage, £60.00 home-office fee Q1; £60.00 A. Dipple Internal Audit fee; £79.60 HMRC tax and NI Q1 – proposed for payment by Cllr Carpenter, seconded Cllr Dennis. All agreed.

20.23.02 Bank balances to end July – UTB £19880 / NatWest Business Reserve to end June £3032.22 - noted

20.23.03 Recruitment of new Clerk – advertisement to run to end August. Cllrs Wilks and Yarnold to progress with Cllr Shrubbs.

20.23.04 Tables for Tedstone Delamere Church – it was agreed to place this matter on the next agenda. To be purchased in lieu of the annual contribution – to be agreed.

20.23.05 Brockhampton shared VAS – ongoing.

20.23.06 New PC website – going live this week.

**21.23 Lengthsman and P3 Scheme:** No matters discussed.

**22.23 Highways Matters** – the following matters were discussed and are to be reported by the Clerk:

- Delamere lane has been completed recently.
- Lane to be jettied by the Moto track Wiggly Bank.
- B4203 cross roads to Baiting House needs drainage clearing.
- Layby at Tedstone needs resurfacing by the turning to the kennels.
- County boundary sign and Pouk Lane sign still missing.

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- Sapey Common (Tally Ho Bungalow) potholes outside need filling asap.
- Upper Sapey cross roads – VAS bases in place but maybe in the wrong places? Ward Cllr to meet RW on site to check locations.

**23.23 Ward Councillors Report:** No report to the meeting. Any written report circulated will be uploaded to the Parish Council website.

**24.23 Correspondence Received:** None.

**25.23 Councillor Reports on Parish Matters and Requests for Future Agenda Items:** Next agenda – Upper Sapey cross roads.

**26.23 Date of next meeting:** Tues 28<sup>th</sup> September 2023 at Upper Sapey Village Hall at 7.30pm

**There being no further business the meeting closed at 8.20pm.**

Michelle Alexander, Clerk