

MINUTES OF THE ANNUAL MEETING OF BROOKE PARISH COUNCIL HELD AT BROOKE METHODIST HALL ON FRIDAY 5TH MAY 2023 AT 7.30PM

Present: Mr Spinks, Mrs Beardsell, Mrs Hannah, Mr Wilson and Mrs Jones.

In attendance: The Clerk.

1. Apologies for absence:

Mr Newman, Mrs Brown and Mr Tobin sent their apologies. County Councillor Kay Mason-Billig and District Councillor John Fuller sent their apologies.

2. Declarations of interest:

There were no declarations of interest made.

3. Election of Officers:

Chairman

Mr Newman was proposed by Mr Wilson. Mr Newman had advised the Clerk prior to the meeting that he was happy to stand. Mrs Jones seconded the proposal with all present in favour. Mr Newman was therefore elected as Chairman.

Vice-Chair

Mr Wilson was proposed by Mrs Jones. Mr Wilson confirmed that he was happy to stand. Mrs Beardsell seconded the proposal. All present were in favour. Mr Wilson was therefore elected as Vice-Chairman.

Tree Wardens

Mrs Jones proposed Mrs Beardsell who confirmed that she was happy to stand. Mrs Beardsell proposed Mrs Jones who confirmed that she was also happy to stand. Mrs Hannah seconded the proposals with all remaining Councillors in favour and therefore Mrs Beardsell and Mrs Jones were elected as Tree Wardens.

Village Hall Committee member

This position was not filled as Mr Tobin, previous elected member was not present at the meeting. The position will be discussed at the next meeting.

4. Co-option of Councillor:

Mr Wilson proposed that Mr Spinks be co-opted as Parish Councillor as he was unable to return his nomination papers in time by the deadline due to illness. He was therefore not automatically elected. Mrs Jones seconded the proposal with all present in favour. Mr Spinks was therefore elected as Parish Councillor. There is one remaining vacancy and a member of the public has expressed an interest but was unable to attend the meeting. He will therefore be invited to the next meeting.

5. Minutes of meeting on 27th February 2023:

The minutes had been previously circulated and were agreed to be a true record of the meeting. The minutes were signed by the Chairman accordingly.

6. Matters arising from meeting on 27th February 2023:

6.1 Village communication

It was discussed and agreed that the current forms of outreach to the village, ie: the notice boards, website and parish magazine are not generating interest in the Parish Council. Mr Wilson agreed to look in to other strategies and forms of social media communication to boost the Parish Council's presence.

6.2 Speed signs

This item was deferred in the absence of Mr Tobin. The Clerk will contact Mr Tobin to find out the present position with regard to retrieving data collected from the SAM unit.

6.3 Benches

Mr Jones has quoted £260 to lay the bases and fit 2 benches at the lay-by. Mr Wilson proposed that the quote is accepted. Mr Spinks seconded the proposal with all present in agreement.

6.4 Land registration

This item was deferred in the absence of Mrs Brown.

6.5 Electric charging points

This item was deferred in the absence of Mr Newman.

7. County and District Councillor's report:

Neither the County or District Councillor were present to give a report. It was agreed that the Clerk would find out exactly what is required in terms of attendance from them as they rarely attend Parish Council meetings.

8. Planning:

8.1 New and amended planning applications

2023/0709 – Variation of conditions of planning permission 2017/2159 at former site of 49, High Green

There were no objections to this application

2023/0388 – Render external walls, proposed gable end and dormer windows at 70a, High Green

This application was recommended for approval.

2023/0909 – Erection of 3 dwellings, garages, access road and associated works at land at The Mallows Walk

This application was recommended for approval.

2023/0986 – Erection of cart lodge and domestic workshop/store at 8, The Street

There was no objection to this application.

9. Public spaces:

9.1 Patrick Sharp memorial bench – Brecon Road

Mike Tobin has emailed the Parish Council proposing that the Patrick Sharp memorial bench on Brecon Road is renovated as it is becoming rather tired looking. He has volunteered to pay for UBS to carry out the repairs as Mr Sharp was a friend of his. All present were in favour of gratefully accepting his offer. The bench may need to be temporarily removed for the repairs to take place. The Clerk will ask Mr Tobin to let us know when this is going to happen so that a notice can be placed on the PC's facebook page to let the public know.

9.2 Trees and hedges

Mrs Jones reported that there is a lime tree on the meres which needs removing soon. She suggests that it is replaced with a suitable species such as a wild service tree. It was agreed that the Clerk would invite Lee Pitelen, as the representative of the new meres management group to the next meeting to outline a plan for the meres.

9.3 Highways

The 30mph sign on The Street near the Church and the 30mph sign at the Mallows have still not been replaced. The Clerk will chase Highways.

10. Finance:

10.1 Clerk's financial statement

The Clerk's financial statement had been circulated prior to the meeting and was accepted as a true representation of the current financial position of the Parish Council.

10.2 Cheques to be authorised

The following cheques were approved for signature:

£20.00	Brooke Methodist Church	Hall hire
£394.03	BHIB	PC Insurance

10.3 Grant request

An email had been received from Mr Hankinson, representative from the Tennis Club asking whether the small grants fund was still available and whether they could make a grant request. The Clerk replied stating that a small fund is available annually to be awarded to village organisations on a discretionary basis by the PC judged upon need and how it would benefit the community as a whole. The Clerk sent a grant request form to them but as yet, no completed application has been received.

11. Parish Council administration:

11.1 Councillor training

The Clerk reiterated to Councillors how useful the Councillor training is and will send round dates of the next scheduled training in the hope that Councillors who have not already attended will do so.

11.2 Cheque signatories

Mrs Jones is now an additional signatory along with existing signatories Mr Tobin and Mrs Beardsell. Barclays have been in touch to say that the PC accounts are set up currently as a club

or society and so need to be closed down and reopened as a Parish Council. Mr Tobin will go in to a branch to discuss with a member of staff.

12. Correspondence:

The Clerk had received an email from Mr Jason Mott who is interested in joining the Parish Council. He was unfortunately unable to attend tonight's meeting but will be invited to the next one.

13. Items for agenda of next meeting:

Annual Audit
Councillor training
Planning - fences
County and District Councillor reports
Local Development Plan
Village communication
Speed signs
Land registration
Electric charging points

There being no further business, the meeting closed at 9.00pm