

**The Minutes of Brimfield & Little Hereford Group Parish Council meeting  
held at Brimfield Village Hall at 7.30pm on 19<sup>th</sup> June, 2019**

**Present:** Cllrs C Sandall, K Morgan, L Hyde, S Ingram, M Painter, R Barber, N Monk, A Paterson, D Swain, B Davies, P Denbeigh.

In Attendance: Clerk, Mrs Karen Yates, Cllr J Stone, 3 members of the public.

Mr M Painter chaired the meeting.

**1 Apologies:** D Hodges, N Hyde, W Brick

**2 Declarations of Interest/requests for written dispensations**

**3 Open session:**

**3.1 County Councillors Report.**

Cllr Stone advised the velocity patcher has been repairing potholes around the parish, excessive mud remains a problem following the recent wet weather and should be reported. It was noted that mud at Ducks Corner has recently been cleared. All roads in the parish are to be inspected over the next two months, a further request for patching along the A456 will be made. Cllr Stone and Cllr Bowen are hoping to meet with Highways England soon and will keep us informed. Landowner details have been passed to them via Richards Castle PC after it was reported they had lost the contact details. Herefordshire Council has a new administration in place, made up of Green Party, Independents and Its Our County. Cllr Stone serves on the planning committee.

A meeting was held at Brimfield Hall regarding Fastershire and Airband broadband coverage. A pole and box to be fitted at the hall, and further work around our parishes and Orleton to be carried out, there will be free WiFi at the hall for 6 months.

**3.2 Local residents views** – a resident requested an update on the reserved matters planning application with Shropshire Council regarding the road off the A49 as it appears to have an ongoing 3 month update. This will be placed on the next agenda.

**4 Minutes:** Minutes of the meeting held on 19/5/19 were approved. Minutes dated 21/3/18 were amended and approved as per Internal Audit query.

**5 Correspondence:**

5.1 Correspondence for information: Noted.

**6 Finance**

6.1 Clerks salary June £395.96 (33p added from April 2018 as per Internal Audit query) & expenses £55.92 – agreed.

6.2 PC Laptop. A summary of the recent problems with the laptop was circulated, the charger pin inside the laptop broke off. Advice was sought from a local expert who stated that repairs could range from £125-£300, Microsoft are also withdrawing support from January for Windows 7. Zurich was contacted, they advised a claim could be submitted for repair, not replacement. The expert advised a new laptop mid-range from £300, Dell were suggested, should be considered, MS Office and anti-virus will also be required. Costs quoted range from £249 to £433.

Proposed R Barber, seconded M Painter to purchase a new laptop with MS Office and anti-virus up to £500, a cheque for cash was authorised – all agreed. The Clerk to purchase a laptop as per specification, PC World was best priced for Dell laptop, the old laptop will be taken along to see if the latest information can be retrieved. HMRC were contacted, it was advised to download a copy of the latest basic tools software and restore latest backup.

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- 6.3 Electronic banking. A proposal was circulated and discussed regarding a move towards online banking, currently all payments are made via cheque. HALC guidance was circulated outlining the steps to follow, the first step is to approach the TSB to see if this can be set up as per the guidelines. Cllrs Barber and Sandall and the Clerk to progress and report back.
- 6.4 TSB refund. A refund of £105 had been received from TSB regarding the recent telephone banking problems.

## 7 Highways

- 7.1 Lengthsman Scheme. Account for May £216. Agreed.
- 7.2 Speed Indicator Device (SID). Deployment awaited.
- 7.3 Footpath / dogs and fouling. A draft information sheet was circulated for approval and would be placed in Grapevine. Cllr Paterson questioned that Grapevine does not reach everyone and a wider circulation should be considered, such as a newsletter to include such matters as this, this will be placed on the next agenda for discussion. Copies of this information sheet to be placed around the parish.  
Our request for a litter bin / emptying the contents has been passed to Balfour Beatty. Dog fouling remains a big problem around the parish. The stile at BF60 has been replaced.
- 7.4 Damaged window at Middleton Barn, Bleathwood. Costs for repair will amount to £182 maximum. An invoice for final costs to be requested for the next agenda.

## 8 Planning

- 8.1 There were no planning applications
- 8.2 The following determinations were granted:  
191358 The Oaklands, Little Hereford. Replacement of modern timber windows with new hardwood double glazed units.  
190693 Willow Cottage, Dirty Middleton, Little Hereford. Proposed two storey extension and erection of detached garage.
- 8.3 Planning applications determined under delegated powers. None.
- 8.4 Highways England(HE) – As discussed in PQT above, Cllr Stone to update us with details of the meeting with HE and Cllr Bowen.

- 9 **Brimfield Post Office.** Cllr Swain advised that a new door is being fitted to the post office, it would seem that everything is being considered to re-open the post office. The consultation ended on 12<sup>th</sup> June.

## 10 To raise matters for next scheduled meeting. 17<sup>th</sup> July 2019, 7.30pm at Little Hereford.

Cllr Paterson questioned that some matters on the previous agenda had not been actioned, such as grasscutting at Brimfield Cross and why the annual governance statement had not been circulated with the agenda. The Clerk explained that she had been telephoned the following morning advising that the grasscutting had been actioned. The annual governance statement was not sent out with the agenda as it was being finalised ready for the meeting, copies were available at the meeting for discussion/agreement.  
It was further suggested that items to be actioned should be stated as such on the minutes, the Clerk advised that the minutes do state fully what is being decided and those items that are not completed are placed on the next agenda.

The meeting closed at 8.45pm.

Signed ..... Date .....

Chairman