

**Minutes of the meeting of Bronington Community Council  
held at Whitewell Parish Rooms  
on Wednesday 19<sup>th</sup> October 2022 at 7.00 pm**

<b>Present</b>	Cllrs Ryan Adams, Sue Clarke, Dave Evans (Vice Chairman), Rob Hill, Louise Lindsay, Ben Martin (Chairman), Robert Millington (attended part of the meeting), Steve Swinden, Annemarie Warren, Mark Watson (attended part of the meeting). The Clerk. Ward Cllr Jeremy Newton (attended part of the meeting).
<b>1- Apologies</b>	No apologies received.
<b>2- Declarations of Interest</b>	No interests were declared.
<b>3- Police Update</b>	The report was circulated previously. The Clerk is to respond to the PCSO that the proposed location for the GoSafe van is acceptable.
<b>4- Open Forum</b>	Ward Cllr Jeremy Newton updated the meeting as follows:- <ul style="list-style-type: none"> <li>- Highways matters including potholes, emptying of gullies, speeding;</li> <li>- He is on the WCBC Cost of Living Committee.</li> </ul>
<b>5- Adoption of the minutes</b>	<u>Adoption of the minutes of business Meeting held on Monday 26<sup>th</sup> September 2022:-</u> <b>Resolved:- The following amendments were agreed where the draft text was not considered a true reflection of the meeting:-</b> <b>Item 21.1 – The report was removed from the draft minutes and replaced with the following “The Clerk circulated a report capturing guidance from WCBC, Zurich Insurance and The Play Inspection Company for consideration by the Council. Councillors did not raise any immediate actions to be taken.”</b> <b>Proposed by Cllr Martin and seconded by Cllr Swinden.</b> <b>Item 21.3 – This item was removed and not replaced.</b> <b>Proposed by Cllr Martin and seconded by Cllr Swinden.</b> <b>The Council then approved the amended minutes of the Business Meeting held on Monday 26<sup>th</sup> September 2022. The Chairman is to sign the minutes once amended.</b> <b>Proposed by Cllr Evans and seconded by Cllr Lindsay.</b>
<b>6- Matters Arising</b>	There were no matters arising.
<b>7- Casual Vacancy</b>	The Clerk has informed WCBC of the vacancy. The notice has been advertised on the website and noticeboards. WCBC are to advise after the period of notice has expired if they have received a request for an election. If there is no request is received then the vacancy can be filled by co-option.
<b>8- Corres.</b>	List previously circulated.
<b>9- December Meeting</b>	The Clerk informed Councillors that she has worked in excess of the hours she is contracted to. She is to prepare and circulate a report to Councillors. This is to be considered at the November meeting. <b>Resolved:- The Council agreed to hold the meeting on Wednesday 14<sup>th</sup> December at the Community Room (providing it is available).</b> <b>Proposed by Cllr Martin and seconded by Cllr Clarke.</b>
<b>10- 2023 Meeting Dates</b>	<b>Resolved:- The Council agreed to the following dates and venues for Council meetings in 2023:-</b> <b>Wednesday 18<sup>th</sup> January – Whitewell Parish Rooms</b>

**Wednesday 15<sup>th</sup> February – Bronington Community Room**  
**Wednesday 15<sup>th</sup> March – Whitewell Parish Rooms**  
**Wednesday 19<sup>th</sup> April – Bronington Community Room**  
**Wednesday 17<sup>th</sup> May – Whitewell Parish Rooms**  
**Wednesday 21<sup>st</sup> June – Bronington Community Room**  
**Wednesday 19<sup>th</sup> July – Whitewell Parish Rooms**  
**Wednesday 16<sup>th</sup> August - Bronington Community Room**  
**Wednesday 20<sup>th</sup> September – Whitewell Parish Rooms**  
**Wednesday 18<sup>th</sup> October – Bronington Community Room**  
**Wednesday 16<sup>th</sup> November – Whitewell Parish Rooms**  
**Wednesday 13<sup>th</sup> December - Bronington Community Room**  
**Proposed by Cllr Evans and seconded by Cllr Swinden.**

**11- Accounts**

11.1 To receive RFO’s report and to approve payments to date.  
Financial Year 2022 – 2023:-  
 Reconciled Lloyds Current Account bank balance as at 1<sup>st</sup> October 2022:- £ 23,203.55.  
Payments:-  
 To approve the following payments:-

<b>How Paid</b>	<b>Payee</b>	<b>Amount</b>
Online	Running Costs	£ 42.23
Online	Little Red Tractor Company (BBPA maintenance September)	£ 262.80
Online	DLS Technologies Ltd - Domain Hosting Renewal	£ 60.00
Online	WCBC - Recharges for local uncontested elections May 2022	£ 502.16
Online	GRANT:- Bronington Church	£2,000.00

The Clerk’s salary was paid by standing order.

Receipts:-

Community Room Rent:- £177.00

Coffee Morning donations:- £289.78 (paid to Guide Dogs for the Blind)

**Resolved: - Councillors agreed to accept the Financial Report and to approve the above payments.**

**Proposed by Cllr Evans and seconded by Cllr Swinden.**

11.2 Bank Signatories:-

**Resolved: - Councillors agreed to appoint Cllrs Martin and Swinden as Bank Signatories.**

**Proposed by Cllr Clarke and seconded by Cllr Evans.**

11.3 Budget to Date:-

The Council received and noted the year to date figures as at 30/09/22 and forecast figures to 31/03/23.

The Council are to consider the reallocation of budgeted funds that are not going to be spent in the current financial year at the November meeting.

11.4 Payments:-

The Council considered the following payments for the current financial year April 2022 – March 2023:-

- Churchyard Donations in the Community (£1,000.00 allocated)
- Upkeep of War Memorials in the Community (£150.00 allocated)
- Local charities (£500.00 allocated)

	<p><b>Resolved: - Councillors agreed to the following:-</b></p> <ul style="list-style-type: none"> <li>- <b>Churchyard Donations in the Community – the Council are to ask Bronington Church to submit a request for funds.</b></li> <li>- <b>Upkeep of War Memorials in the Community:- the Council agreed to pay Richard Clorley £150.00.</b></li> <li>- <b>Local charities:-</b> <ul style="list-style-type: none"> <li>(i) <b>Rainbow Centre - £300.00</b></li> <li>(ii) <b>Wales Air Ambulance - £200.00</b></li> <li>(iii) <b>Hope House Hospice - £100.00</b></li> <li>(iv) <b>Nightingale House - £100.00</b></li> </ul> </li> </ul> <p><b>Proposed by Cllr Martin and seconded by Cllr Swinden.</b></p>
<b>12- Annual Audit</b>	The external auditor has advised that work underway. The AGAR, legal notices and associated documents have been posted on the Council's website.
<b>13- Planning</b>	<p><b>Planning</b></p> <p>13.1 <u>Applications Received:-</u> No Planning Applications have been received.</p> <p>13.2 <u>New Applications Received:-</u> No new Planning Applications have been received.</p> <p>13.3 <u>Decisions:-</u> No update.</p> <p>13.4 <u>ENF/2021/0070 Campervan on Land at Maesllwyn Lane, Bronington SY13 3HL:-</u> Cllr Martin updated the meeting regarding the actions to date with the applicant and WCBC Planning Department. He advised of the proposed plan of action.</p> <p>13.5 <u>Connery Lane:-</u> Concerns were raised regarding the caravans located at Connery Lane. The Clerk is to contact WCBC for an update.</p>
<b>14- Councillor Training</b>	Councillors have to complete an individual learning and development plan. The Clerk is to then prepare a training plan and costings based on individual Councillor requirements. The draft training plan is to be circulated to Councillors and published on the Council's website by 5 <sup>th</sup> November and to be formally approved at the next meeting.
<b>15- Barry Barlow Play Area</b>	<p>15.1 <u>To receive any updates and agree action(s) required:-</u> The smaller items of play equipment are to be stored over the winter.</p> <p>15.2 <u>To consider and agree action regarding attending a training course:-</u> Cllr Adams recommended that the Council arrange a bespoke training course to be provided by The Playground Inspection Company (the cost will be between £300.00 - £500.00). The Clerk is to obtain a quote for Cllrs Adams, Millington and Hill to attend a bespoke training course. The Council discussed whether to go direct to The Playground Inspection Company for the play area's annual inspection.</p> <p>15.3 <u>To receive quotes to carry out necessary repairs to the multi use play equipment and to agree action:-</u> Cllr Adams has prepared a detailed work specification to carry out repairs to the multi use play equipment by installing metal post feet on the affected posts.</p>

	<p>Guidance has been received from RoSPA regarding the competency required to undertake the work and inspection requirements. RoSPA has advised that a post-installation inspection is not required for this type of activity.</p> <p>The work is to be carried out by Councillors and volunteers who have a good understanding of the task that is to be undertaken. The Council are to include a detailed visual inspection of the work during the following routine inspection. There will be a risk assessment prepared for the work that is to be undertaken. The Clerk has contacted insurance company to advise of the intentions to carry out the work and is waiting for a response. The Council has been quotes £900.00 plus VAT for off the shelf metal post feet and £1,300.00 plus VAT for bespoke metal post feet. Councillors questioned whether the work would be to BS standards and queried the public insurance liability cover.</p> <p><b>Resolved:- The Council agreed to install fabricated metal post feet into concrete for the eight wooden posts that require repairs. The work is to be carried out by Councillors. This is subject to Zurich insurance confirming that the works specification is acceptable.</b></p> <p><b>Proposed by Cllr Swinden and seconded by Cllr Millington. Seven Councillors voted in favour and Cllr Warren voted against the motion.</b></p> <p><b>Resolved:- The Council agreed instruct Wallgrove Fabrications to supply the fabricated metal post feet at a cost of £1,300.00 plus VAT. This is subject to Zurich insurance confirming that the works specification is acceptable.</b></p> <p><b>Proposed by Cllr Evans and seconded by Cllr Swinden. Cllr Warren abstained from voting.</b></p>
<p><b>16- Community Room</b></p>	<p>16.1 <u>To consider management of the Community Room:-</u> Cllr Martin is to contact Vanessa Brodie to discuss options to manage the Community Room.</p> <p>16.2 <u>To receive report and agree any actions:-</u> Vanessa Brodie has advised that she is willing to continue organising the monthly coffee mornings.</p> <p>16.3 <u>To consider and agree whether to donate the funds raised at the next coffee morning to the Bronington Friendship Club:-</u> <b>Resolved: - Councillors agreed to donate the funds raised at the next coffee morning to the Bronington Friendship Club</b> <b>Proposed by Cllr Clarke and seconded by Cllr Swinden.</b></p>
<p><b>17- Christmas</b></p>	<p>Update:-</p> <ul style="list-style-type: none"> <li>- Cllrs Martin, Adams, Hill and Swinden are to organise the Christmas carol event in Bronington.</li> <li>- Cllrs Clarke, Warren, Lindsay and Evans are to organise the Christmas carol event in Whitewell.</li> <li>- Cllr Evans is to provide Christmas trees for both venues.</li> </ul>
<p><b>18- Community Action Plan</b></p>	<p>The community steering group has met to discuss ideas on how to support residents during the winter e.g. transport, warm places, food share, clothes swap. The community steering group has met with The Rainbow Centre to discuss the initiative and hope to work with them</p>
<p><b>19- Land Opp shop in Bronington</b></p>	<p>There is no further update.</p>

<b>20- Council Profile</b>	Cllr Martin advised that the Facebook page has been set up. <b>Resolved:- The Council agreed to appoint Cllr Martin as administrator for the Facebook page.</b> <b>Proposed by Cllr Clarke and seconded by Cllr Swinden.</b>
<b>21- Website</b>	<b>Resolved:- The Council agreed to appoint Cllr Martin and the Clerk as administrators for the Council website.</b> <b>Proposed by Cllr Swinden and seconded by Cllr Evans.</b>
<b>22- Annual Report</b>	Cllr Martin advised that the Annual Report is due to be completed.
<b>23- Applications to Local Places for Nature</b>	Cllr Clarke spoke to the meeting about the Council applying to Local Places for Nature for a free garden package. The Council agreed to apply for a garden package,
<b>24- Roads Working Group</b>	The Clerk is to arrange a meeting with Welshampton Parish Council to discuss ways to reduce speeding.
<b>25- Screen</b>	The Council considered the purchase of a large screen and associated equipment. <b>Resolved:- The Council agreed purchase a large screen and associated equipment up to the value of £400.00.</b> <b>Proposed by Cllr Warren and seconded by Cllr Lindsay.</b>
<b>26- To receive update(s) from outside organisations</b>	There was no consideration of this item.
<b>27- AOB</b>	There was no consideration of this item.
<b>PART 2</b>	
<b>1. Press and Public</b>	<b>Resolved:- The Council agreed to exclude the press and members of the public as the items to be discussed relate to employee matters.</b> <b>Proposed by Cllr Warren and seconded by Cllr Martin.</b>

**The meeting closed at 9.15 pm**