**Hewelsfield and Brockweir
Parish Council**

Minutes of the Meeting held on Tuesday 1st November 2016 in The Loft, Village Shop, Brockweir.

**Present:** Cllr Fox, Cllr. Harris, Cllr. Endersby, Cllr. Wilson, Cllr. Bowen and the Parish Clerk. Eleven members of the public were also present including Dawn Morgan, Flood Risk Engineer FODDC.

**2692 Apologies for Absence**

Cllr. Sinfield due to illness.

**2693 Declaration of Interest**

None declared

The Chairman closed the meeting for members of the public to raise matters.

* The Chairman welcomed Dawn Morgan, Flood Risk Engineer, FODDC to the meeting and asked her for an update on the progress regarding proposed flood prevention/alleviation measures. Ms Morgan reported that proposals were taking into account both the River Wye and the Brook flowing under the bridge on Quayside and that the problems were more complex than anticipated. FODDC were seeking input from the Environment Agency and Structural Engineers to ensure that any repairs to the culvert and/or bridge were adequate. Highways department were investigating whether the culvert needed to be extended towards Laburnham House and across to Rose Cottage. Costings for a defence wall would be circ. £100k and the existing budget was £15k so considerable additional funding was needed. Ms Morgan reported that the next steps would be to meet with the Structural Engineers, Environment Agency and Highways at the beginning of December and costings for an agreed plan should be available by the end of December.

**Action: Cllr. Endersby to confirm whether the Quay is protected and report outcome to Dawn Morgan.**

A parishioner offered to provide the Clerk with annotated tide timetables showing incidents of flooding across the road etc.

 **Action: Clerk to send these notes to Dawn Morgan**

* A parishioner asked for an update on the Future of the Brockweir Inn. The Chairman reported that a public meeting was being organised on 6th December for all parishioners to attend and that the issue would be discussed later in the agenda.

The Chairman reconvened the meeting.

**2694 To Confirm Minutes of the Parish Council Meeting on 11th October 2016**

The Minutes of the Parish Council Meeting held on 11th October 2016 were confirmed. Proposed by Cllr. Harris and Seconded by Cllr. Wilson.

**2695 Clerk’s Report**

The Clerk’s Report had been circulated and read by all Councillors. There were no matters arising.

**2696 Councillors’ Reports**

The Councillors’ Reports had been circulated and read by all Councillors. There were no matters arising.

**2697 The Future of the Brockweir Country Inn**

An informal meeting had been held on 25th October to consider an outline business plan prepared from figures for 2015/16 and projections for 2017 provided by the Landlord’s Accountant, estimated running costs and indications from a buildings survey carried out by a parishioner. A meeting will be organised for 6th December for all parishioners to attend, where a proposed business model, borrowing figures and costs etc. would be presented. There will be a show of hands called for at the end of this presentation for parishioners to agree/disagree to the next stage which would be to engage professional surveys and business valuations.

 **Action: Clerk to book Mackenzie Hall for this meeting**

The Chairman closed the meeting at this point to allow comments from the public on this issue.

* A parishioner asked what facilities had been considered for obtaining the loan to purchase the Brockweir Inn. It was explained that the money would be borrowed from a government facility which offered loans to councils at very low interest rates and over a range of time periods. The parish council would be able to take advantage of this facility once the Clerk gained the CiLCA qualification which would be early in 2017. The business model would be to engage a tenant to run the business whilst the parish would own the building. In the event of default on the loan, the outstanding debt would be added to the precept.
* An alternative business model was outlined by a parishioner whereby parishioners could set up a company, offering shares of not more than 5% to raise money for the purchase. The Chairman acknowledged that this was an alternative approach and something that could be carried forward by interested parishioners.

There being no further comments, the Chairman reconvened the meeting at this point.

Following discussion, it was agreed that if parishioners voted to proceed to the next stage (at the meeting on 6th December), preliminary discussions would be held with the Landlords to gauge their reaction to negotiations on the purchase price. It these discussions were favourable, then professional services would be engaged to carry out a full structural survey and business evaluation.

 **Action: Cllr Fox to acquire quotes for the professional services**

**2698 Finance**

**2698.1** The Financial Statement for October 2016 was agreed.

**2698.2** Payments were agreed and cheques signed by Councillors for:

|  |  |  |
| --- | --- | --- |
| **Payee** | **Service** | **Amount** |
| Grant Thornton | Audit Fees | £120.00 |
| Lynda Skuse | Clerk Salary & Stationery | £367.46 |
| Lorraine Endersby | Parts for Pump | £26.94 |

**2698.3** The Chairman reported that he had not received any thoughts from parishioners for projects or issues to be included in the precept discussions. It was agreed that the Chairman would prepare a draft outline and send to all councillors for their comments by email to enable a full discussion at the January meeting.

 **Action: Cllr Fox to prepare draft and send to councillors**

 **Action: All councillors to email comments to the Chairman**

**2699 Report from the Public Rights of Way Working Group**

Cllr Bowen reported that the grips along Quayside had been cleared of mud with the help of a few volunteers.

**2700 Report from the Parish Improvement Group**

There was nothing to report from this group.

**2701 Planning Applications**

**P1102/16/FUL – Gregory Farm, Brockweir**

The council had been informed that this application is likely to be on the agenda for the December 13th Planning Committee.

 **Action: Cllr Endersby to keep in touch with Tony Pope**

Speeches need to be prepared for those speaking at the Planning Committee meeting on behalf of the parish i.e. Cllr Sinfield, Mark Baker and Cllr Molyneux.

**Action: Cllr Endersby to send parish response and reports to each member of the Planning Committee and Cllr Molyneux**

**2702 Grit Bins**

It was decided that no change was needed to the number or location of grit bins in the parish.

**2703 The condition of road signs and traffic mirrors**

It was agreed that Cllrs Wilson and Bowen would list the missing and/or damaged road signs and send the list to Brain Watkins for consideration.

 **Action: Cllrs Wilson and Bowen**

**2704 Brockweir Conservation Area Character Assessment**

The Chairman thanked Cllr Endersby for her work on this document which was unanimously adopted by the Council.

**2705 Road Cleaning on Quayside**

Councillor Bowen was asked to consider the proposals made by Brian Watkins and report back to the January meeting.

 **Action: Cllr Bowen to report to January meeting**

**Part B Confidential Items for Discussion**

The Chairman asked members of the public to leave the meeting at this point.

There being no further business, the Chairman declared the meeting closed.

**The date of the next meeting is Tuesday 6th December 2016.**