



**Councillors: You are hereby summoned to attend the Parish Council meeting to be held remotely via Zoom on
Wednesday 2nd September 2020 at 7.30pm
for the purpose of transacting the following business.**

Members of the Public: Public participation will be held during the formal meeting.

Members of the public wishing to address the Council must contact the Clerk for remote access log in details.

e-mail: clerk@browndge-pc.gov.uk

Signed *D Wheat* Parish Clerk on 28th August 2020

1. **Chairman's Welcome and Announcements:**
2. **Apologies:**
3. **Parishioners Opportunity to Comment:**
4. **District Councillors Report:**
5. **County Councillors Report:**
6. **Declaration of Interests:**
7. **Minutes of the ordinary meeting held on Wednesday 5th August 2020**
8. **Activity tracker**

(Appendix 1)

Item	To Do	Person responsible To Progress	Active/on hold	Next action
Memorial Garden	Base for Clay Tribute to be installed	Cllr. Owen	1 Active	Agenda
	Litter Picking Volunteer Group to be formed	Clerk/ Cllr. Porter	1 Active	Report
Neighbourhood Plan	Form new committee with terms of reference	PT	1 Active	Agenda
	Declarations of interest register	Clerk	1 Active	Report
Community Archive	Storage of old documents and Village assets/records	PT	1 Active	Report
Water sandy Lane	Alleviate flooding Sandy Lane.	PT/Clerk	1 Active	Report
	Website Accessibility Statement	PT/Clerk	1 Active	Report
Bank mandates	Update Bank and Building society Mandates	Clerk	1 Active	Report
	Purchase Holly Bush and Car Park		1 Active	Report
Attendance	Create a list of attendance	Clerk	1 Active	
Vacancy on Council	Co-option process by Electoral Office	Clerk	1 Active	Report
Playing Field Safety	Safety Check by Rospa - Implement recommendations		1 Active	
Hooping Wall	Clear Blocked Culvert		1 Active	Report
Water down Breech	Alleviate flooding Breech Road		2 On hold	
	Purchase mobile traffic speed indicator.		3 to start	Agenda
War Moors	Create wildflower meadow		3 to start	
Marshes Hill	Create Friends of Marshes Hill or Group		3 to start	
Allotments	Create new allotments in centre of field		3 to start	
New Cemetery	Plans to be drawn up and permission to be applied for		3 to start	
Historic Markers	Install markers around village of Historic/interest		3 to start	
Historic places	Create Village Asset Register		3 to start	
Sandy lane Junction	Change priority/ slow down traffic Sandy Lane		3 to start	
GRPR audit	Complete GDPR Information Audit		3 to start	
Accounts	Create budget and controls system		4 Complete	
	HR Committee report – Salary Arrangement and Expenses	Committee	4 Complete	

9. Reports from activities arising from previous meeting:

- a) Inviting members of the public to be co-opted onto the Neighbourhood Plan Committee PT
Decision required
- b) Questionnaire Results – Asking members of the public if they support the Holly Bush project.
Postal and Online Survey results PT
- c) Application to the Secretary of State for permission to borrow funds to purchase the Holly Bush and Car Park.
Decision required. (Please note that the Valuation report is a confidential item). **(Appendix 2)**
- d) Speed Issues in the Parish. Traffic Calming ideas
Decision required

10. Financial & Governances:

- a) Authorisation of payments. **(Appendix 3)**
Decision required
- b) Cemetery Recorders report (Sept) – Mr Bourne. **(Appendix 4)**
- c) Application for SMDC Covid Grant for Rate Relief Clerk
Decision required
- d) Update Bank and Building Society mandates Clerk
Decision required

11. Correspondence:

- a) **Lord Lieutenant** – Thank you to all Covid Volunteers and Frontline workers **(Appendix 5)**
- b) **New Dog Control Law** Clerk
Decision required **(Appendix 6)**

12. Items on Notice: None to date

13. Items for the attention of other local authorities:

- a) Matters for the District Council:
- b) Matters for the County Council:

14. Planning Applications and Related Issues:

Pre-Planning Advice	Land off Breach Road (BE032)	Question to the Council: If a planning application is submitted, would they be supportive? (Appendix 7)	Decision
SMD/2020/0095	Newfold Farm, Sytch Road, Brown Edge	Appeal to the Planning Inspectorate (Appendix 8)	Decision
SMD/2020/0352	14 Sandy Lane, Brown Edge	Change of use to part of internal domestic garage to hairdressing and barber business	Decision
SMD/2020/0425	Talgarth, 5 New Lane Brown Edge	Proposed dormer windows to the front and rear of dwelling	Decision

15. Matters Pertaining to Issues in the Parish for the Next Agenda

New items raised by Councillors will be carried forward to the Agenda of the next meeting.

Meeting Ends