



**Lower Bullingham Annual Parish Council Minutes**  
**Held on Monday 8<sup>th</sup> May 2017 at 7.30pm at The Forge- Holme Lacy Road**

**Present:** Chairman Cllr Nigel Jones, Vice Chairman Peter Greenow, Cllr N Barrow, Cllr Barbara Frankham, Cllr David Whurr, Cllr Andrew Fisher  
In attendance Parish Clerk Kath Greenow, 3 members of the public & Ward Cllr D Summers

**1.To elect Chairman**

It was **RESOLVED:** to elect Cllr Nigel Jones as Chairman

**2. Apologies** None

**3. To receive declaration of interest on agenda items**

None declared

**4. To elect Vice Chairman**

It was **RESOLVED:** to elect Cllr Pete Greenow as Vice Chairman

**5. To co-opt members to fill current vacancies**

No co-option took place

**6. To elect members to following working groups**

**6.1 Finance working group**

All Cllrs

**6.2 Employment working group**

All Cllrs except Cllr Pete Greenow

**6.3 Planning Working group**

All Cllrs

**7. Members elected to outside bodies**

**7.1 1 rep to Hereford Entreprize Zone Stakeholder group**

Cllr Pete Greenow elected as rep to Hereford Entreprize Zone Stakeholder group

**8. To approve & sign minutes of 3/04/2017**

It was **RESOLVED:** to agree & Sign the Parish Council minutes of 3/04/2017

**9. Public forum: Members of the public may raise subjects they wish to bring to the attention of the parish council**

**(This period will be restricted to 10 minutes. Please note that decisions cannot be made at this meeting on items not on the agenda)**

Parishioners present raised concerns about a foul smell coming from the area of agricultural land near Hever road. Parishioners had raised concerns with EA who had been out to the area concerned. The Clerk advised that this need to go into the next PC meeting's **Agenda Clerk to action** .

**10.Reports**

Ward Cllrs report

The ward Cllr is chasing up issues concerning the trees being felled at St Claire Court

Locality officers report

**No report**

**11. Lengthsman**

11.1 To agree and sign the lengthsman & P3 contract between Herefordshire Council and The Parish Council 2017/18

It was **RESOLVED:** to agree & that the Chairman & Clerk Sign the lengthsman & P3 contract between Herefordshire Council and The Parish Council 2017/18

11.2 To identify work to be carried out by lengthsman

P3 Work required on the footpath near Highbury House

Lengthsman work continuation of strimming of designated areas every fortnight

### **12. To consider Highways issues for reporting top Balfour Beatty/Herefordshire Council**

Cllrs raised concerns regarding length of time its taking to attend to the pot holes that have been reported. Clerk to complain to B/B Locality officer

**Clerk to action**

Parishioners raised concerns about gangs loitering around the cycle path at Rotherwas near the cycle bridge, graffiti had also been sprayed on walls and statues in the area. The was asked to contact Balfour Beatty Locality officer

**Clerk to action**

### **13. Planning**

13.1 To note planning permission granted/ refused since last meeting **None**

### **14. Neighbourhood planning**

14.1 To receive update on NDP next steps

The clerk reported that Herefordshire Council NDP Planning officer had informed her that the PC referendum on the NDP would take place mid-July 2017 which the PC noted

### **15. Finance**

15.1 To note bank balance. No bank statement available

15.2 To consider invoices for payment

It was **RESOLVED:** to pay

I.C.O (Information Commissioners Office) £35.00

Eyelid productions £500.00

A4 Office products £17.97

T Griffiths Invoices (Lengthsman) £144.00 (P3) £90.00 + £272.40 (Lengthsman work)

15.3 To agree & adopt 2016/17/ internally audited accounts **Deferred**

15.4 To note internal audit report and attend to any action items required **Deferred**

15.5 To agree and sign The Annual Governance statement 2016/17 **Deferred**

15.6 To agree and sign The Annual Accounting statement 2016/17 **Deferred**

15.7 To note Bacs remittance of 1<sup>ST</sup> precept paymeny 2017/18 £6388.00 **Noted**

### **16. Correspondence**

16.1 All correspondence received has been sent to Cllrs in their agenda packs or emailed as appropriate

17. Matters raised for consideration for placing on the next meeting's agenda. (No discussion)

18. Next Meeting– Monday 5th June 7.30pm The Forge

Signed N Jones  
Chairman

Dated 5<sup>th</sup> June 2017