



Lower Bullingham Parish Council Minutes
Held on Monday 5th June 2017 at 7.30pm at The Forge- Holme Lacy Road

Present: Chairman Cllr Nigel Jones, Vice Chairman Peter Greenow, Cllr N Barrow,
Cllr David Whurr, Cllr Andrew Fisher & Cllr Barbara Frankham
In attendance Parish Clerk Kath Greenow,

1. Apologies for absence

None

2. To co-opt members to fill current vacancies

No co-option took place

3. To receive declaration of interest on agenda items

Cllr P Greenow declared a non-pecuniary interest on agenda item 14.3 Finance clerks reimbursements

4. To approve & sign minutes of The Annual Parish Council Meeting held on Monday 8th May 2017

It was **RESOLVED:** to approve & sign minutes of The Annual Parish Council Meeting held on Monday 8th May 2017

5. Open Session:

5.1 To receive views of residents on parish matters

No members of the public present

6. Reports

6.1 Ward Cllrs report

Ward Cllr advise the Parish Council that he had raised his concern about the cutting down of the trees at St Clares Court with Herefordshire Council. He had had many complaints from parishioners on this matter and had asked for a meeting with Herefordshire Council officers who had dealt with the tree licence given to a resident to prune the trees, but not cut them down. Pot holes were an ongoing issue which need to be attended more quickly than at the present rate, which seems to be taking ages to get them repaired.

6.2 Clerks report

The Clerk reported that she had received a letter from a parishioner relating to the following matters

1. Footpath from The Freedom Church behind The Willows- Clerk advised parishioner that she would contact Balfour Beatty about this and advise accordingly to the parishioner once Balfour Beatty had sent a response

2. Replacement of the sign at St Vincent's close. This is the responsibility of Herefordshire Council. Balfour Beatty are the company looking after signage. The Clerk informed the parishioner that The Parish Council are not able to replace street signs unfortunately.

3. The Manhole cover on Holme Lacy road B4399 opposite Owen Pell, again this is the responsibility of Herefordshire Council and Balfour Beatty as the contractor for road repairs/maintenance.

7. Parishioners Complaints re foul smell on land near Hever road

7.1 To consider contacting Environment Agency regarding complaint from parishioners regarding foul smell from waste deposited on Land near Hever road.

It was **RESOLVED**: that the clerk would report the matter to The Environment Agency

8. Lengthsman

8.1 To identify work to be carried out by lengthsman

It was **RESOLVED**: that the Clerk contacts the lengthsman to ask him to trim the verge at Watery Lane opposite Manor Rest Home, continuation of strimming of designated areas in the parish.

8.2 To identify P3 work to be carried out by lengthsman

It was **RESOLVED**: that the Clerk contacts the lengthsman to ask him to attend to the steps on the footpath near Highbury House

9. Footpaths

9.1 To identify P3 work to be carried out by lengthsman

Already covered under 8.2

9.2 To consider commenting on Application for Definitive Map Modification Order

Addition of Byway open to all traffic in the Parishes of Callow, Grafton & Lower Bullingham

It was **RESOLVED**: that the Parish Council had no evidence to support the application made.

The Clerk was asked to advise Balfour Beatty Rights of Way team leader that the Parish Council had no evidence to support the application

10. Highways Issues

10.1 To consider road issues for reporting to Balfour Beatty

Discussion took place concerning over hanging tree branches and hedges onto the highway at Redbook, Ridge hill which were considered a health and safety issue and were causing problems for road users in general.

It was **RESOLVED**: that the Clerk contact Balfour Beatty locality officer to seek how the problems can be addressed.

10.2 To receive an update on the felling of trees in the parish.

The Clerk advised that Herefordshire Council officers had been in touch over the complaint made by the Parish Council and the ward Cllr and a meeting with Herefordshire Council officers was being set up to discuss the matter further.

10.3 To consider a response from West Mercia police concerning the complaint made by the PC regarding lack of enforcement of 7.5 weight tonne limit on Holme Lacy road at Rotherwas.

It was **RESOLVED**: that there would be no further response made to West Mercia police on the matter, but the Parish Council would be monitoring the 7.5 weight tonne limit on Holme Lacy road at Rotherwas and would continue to report vehicles over 7.5 tonnes going under the bridge to West Mercia police .

11. Planning

11.1 To note planning permission granted/refused by HFDC since last meeting.

None

11.2 To consider commenting on planning applications received for comment by the PC

None received

12. Community Asset Transfer

12.1 To receive and update on the community asset transfer of open green space land at St Clare's Court.

The Clerk reported that a meeting would be taking place in due course on the asset transfer

13. Neighbourhood Plan

13.1 To receive an update re NDP

The Clerk reported that Once all the documents have been placed on the Herefordshire Council's website, the elections team will issue the 'Notice of Referendum' statement. This will give all the dates for the referendum and for people to register for postal votes etc. This is issued about 5 weeks prior to the referendum taking place.

The Lower Bullingham referendum is likely to be either 13 or 20 July, Herefordshire Council are awaiting final confirmation from the Elections team. There are likely to be 4 NDPs referendum on that day.

The referendum is run in the same way as a local election and the count usually takes place in the Town Hall/Shire Hall (this depends on the number and other elections happening on the same day) on the evening of the referendum itself.

14. Finance

14.1 To note bank balance

Bank Balance noted as £36420.12

14.2 To agree payment to Ballingham Bolstone & Hentland PC in respect of HMRC VAT error

It was **RESOLVED:** that a cheque is raised for payment back to HMRC for £1323.48 as it was HMRC's that error that payment was made to Lower Bullingham Parish Council when it should have been paid to Ballingham Bolstone & Hentland Parish Council

14.3 To consider payments to:

It was **RESOLVED:** to pay

TGC0031 Lengthsman invoice for l/man work £272.40

Clerk reimbursement postage £8.15

Clerk reimbursement stationery £12.98

Kirkwells invoice re NDP £1,320.00

Zurich -Insurance £378.85

14.4 To note BACs payment from HMRC re: VAT reclaim Lower Bullingham PC for 2016/17 of £1,607.74 Noted

14.5 To note BACs remittance of £400.30 & £255.30 re L/man & P3 for 2016/17 from Herefordshire Council Noted

14.6 To note letter from HMRC re PAYE credit of £40.10 Noted

15. Correspondence

All correspondence received has been sent to Cllrs in their agenda packs

15.1 To consider HALC training dates and book as appropriate

Noted no training to be booked at present.

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

17. Next Meeting – Monday 3rd July at The Forge Holme Lacy Road 7.30pm

Signed

Dated.....