



**Minutes of Lower Bullingham Annual Parish Council Meeting
Held on Monday 14th May 2018
7.30pm at The Forge Holme Lacy Road**

Present: Chairman Cllr Nigel Jones, Cllr Nick Barrow, Cllr Andrew Fisher, Cllr Barbara Frankham & Cllr David Whurr .

In attendance : Kath Greenow Parish Clerk, 4 parishioners & Ward Cllr Summers

1. To elect Chairman

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

2. Apologies

Apologies were accepted from Cllr Pete Greenow & Cllr Malcolm Yapp

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

None

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 & Cllr Nick Barrow. Cllr Barrow will attend EZSG when PG is unable to.

8. To approve & sign minutes of 9th April 2018

It was **RESOLVED** to: approve and sign the minute of Monday 9th April 2018

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 raised concerns regarding to planning application 181347.

At this point in the meeting the Chairman brought forward Agenda item 14.5 Application-: 181347
Twyford Brook Barn Twyford common road, Twyford Hereford

Outline application for the erection of dwelling and garage. Construction of New Vehicular Access and Associated Works (nb: this application is outside of Lower Bullingham Parish's Boundary)
Parishioners outlined their concerns on the application and asked discussion took place on the application.

It was RESOLVED:

10.Reports

10.1 Ward Cllrs report

11. Lengthsman

11.1 To identify work to be carried out by lengthsman

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

12.1 Lack of Grass cutting in some locations of the parish issues in the parish

13.Community Asset Transfer

13.1 To receive an update on the community asset transfer -open space adjoining St Clares Court and next steps as required

14. Planning

14.1 To note planning permission granted/ refused since last meeting

14.2 To consider commenting on applications;

14.3 Application: 181127: 30 The Dales Lower Bullingham Hereford HR2 6DS

Description: proposed single story extension

14.4 Application: 181301 Plot 2 land at South of The Glimpse, Green Crise Lower Bullingham, Hereford HR2 8AA

Description: Reserved Matters application for one detached dwelling (OutlineP161726/O)

14.6 To consider expiry of planning permissions granted in the parish during 2015

15. Finance

15.1 To note end of year accounts have been sent to the internal auditor for auditing

15.2 approve & sign certificate of exemption form under section 9 of the local audit (Smaller Authorities) Regulation 2015

15.3 To consider invoices for payment

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

Zurich Insurance £425.48

15.4 To note Bacs remittance of 1ST precept paymeny2017/18 £6388.00

15.5 To consider the purchase and positioning of a roadside mirror to be erected near Ridgehill Junction

16. General Data Protection Regulations

16.1 To consider approval and adoption of General Data Protection Regulation policies

16.1a Personal Data Management and Audit Policy

16.1b Privacy policy

- 16.1c Subject Access Policy
- 16.1d General Privacy Notice
- 16.1e Privacy Notice for*staff, councillors & role holders
- 16.2 To consider registering the Parish Councils interest with HALC's proposed shared DPO scheme

17. Correspondence

- 17.1 All correspondence received has been sent to Cllrs in their agenda packs or emailed as appropriate
- 17.2 To consider a letter from Dinedor Outdoor Centre for financial support / assistance to undertake improvement works at Dinedor Outdoor Centre

18. Matters raised for consideration for placing on the next meetings agenda. (No discussion)

19. Next Meeting– Monday 4th June 2018 at 7.30pm The Forge

In attendance Parish Clerk Kath Greenow, Ward Cllr David Summers

1. Apologies for absence

None

2. To receive declaration of interest on agenda items

None declared

3. To agree and sign the minutes of The Parish Council meeting held on 5th March 2018

It was **RESOLVED:** to approve and sign the minutes of The Parish Council meeting held on 5th March 2018

4. Open Session:

4.1 To receive views of residents on parish matters

No members of the public present

4.2 Ward Cllrs report

The ward Cllr reported on the sale of Rotherwas Freeholds by Herefordshire Council.

5. Reports

5.1 To receive HAP report -Cllr Frankham

No report as Cllr Frankham was unable to attend

5.2 To receive a report from Cllrs on pre-application consultation event held by Bloor Homes on 28/03/2018

Cllrs who had attend the pre-application consultation held at Saxon Hall reported back on the concerns they had relating to the application.

Flooding

It appeared that the developers were not concerned with any potential increase in flooding that the size, scale and density of the proposed development may contribute to in the parish

Cllrs highlighted that flooding already occurs at Lower Bullingham Lane and Watery Lane which at times causes considerable problems and that development proposed will exacerbate the flooding that already exists in the parish. It was the PC's view that the development would have a detrimental impact in the parish in relation to flooding.

Traffic

Increase in the flow of traffic on Home lacy road was also raised, and the developer advised that the development would be accessed off the relief road and that there would be little increase in traffic on Holme Lacy road. Cllrs were not convinced. Holme Lacy road is already at capacity and traffic calming measures required along Holme Lacy road have not been fully implemented as part of the planning permission given for the relief road.

The vehicles using the relief road will still impact on Holme Lacy Road because to entre the city they will have to use the A49 and Asda roundabout which is currently causing traffic chaos and often vehicle tail backs to outside the city boundary.

Open Space

The proposed open space was of concern to the PC as it was understood that a private management company would maintain this. The PC requested further information on the open space area.

In conclusion The Parish Council were not satisfied with the developer's response to the concerns raised. It appeared that they had reluctance to interact I with the PC further on the matters raised or to engage with the PC on the community facilities that would be included as part of the development.

The Parish Council have an adopted NDP and the development must comply not only with core strategy policies, but the Lower Bullingham NDP policies.

6.Membership

6.1To consider membership to Parish Online

It was **RESOLVED**: to subscribe to Parish Online for 1 year at a cost of £100.00 +vat

7. Lengthsman

7.1To identify work to be carried out by Lengthsman

Work identified for the Lengthsman as to attend to gullies along Watery Lane, and if drains are blocked that these are reported to Balfour Beatty requesting that they attend to clearing them.

8.Footpaths

8.1 To identify P3 work to be carried out by Lengthsman

No further work identified at present

9. Highways Issues

9.1To consider road issues for reporting to Balfour Beatty

The area near the caravan park along from Ikey Morris's has had a considerable amount of flood water hanging on the road, which needs attending to.

Clerk to report to Balfour Beatty steward Maynard Smith

10. Finance

10.1 To note bank balance

Bank Balance noted as:

Main Account £60,619.89

Community Projects account £5072.70

10.2 To consider payments to:

It was **RESOLVED**: to pay the following invoices

The Forge -Hire of Room £60.00+ vat

A4 Office Products Ltd £57.45+vat

Glasdon -Grit Bins £752.68+vat

10.3 To note update of PC insurance to include 4 grit bins recently purchased

It was noted that the 4 grit bins recently purchased had been added to the insurance cover

10.4 To note payment to HMRC PAYE Month 12 £12.00

Noted

10.5 To consider quote for printing of 10 copies of LBPCNDP

It was **RESOLVED**: to agree the quote from impact print for printing 10 NDP brochures at a cost of £83.00+vat

10.6 To consider updating Parish Council's asset register

It was **RESOLVED**: to update the asset register for 2017/18

11. Planning

11.1 To consider way forward concerning new housing in Lower Bullingham

It was **RESOLVED**: that Clerk arranges a meeting with the Herefordshire Council planning officer to outline their concerns and request that the Parish Council have an input into the provision of community facilities this development would need to provide

12. Correspondence

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

No ted

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

Expiry of planning permissions

Provision of a roadside mirror at the junction of Ridge hill junction

14. Next Scheduled Meetings

Annual Parish Meeting followed by The Annual Parish Council Meeting Monday 14th May 2018 at 7pm at The Forge

Signed

Nigel Jones Chairman

Dated 04/06/2017