



Lower Bullingham Parish Council Minutes
Held on Monday 6th November 2017 at 7.30pm at The Forge- Holme Lacy Road

Present: Chairman Cllr Nigel Jones, Vice Chairman Peter Greenow, Cllr N Barrow,
Cllr Andrew Fisher Cllr Barbara Frankham

In attendance Parish Clerk Kath Greenow, & 2 parishioners

1. Apologies for absence

Cllr David Whurr, Cllr Yapp

2. To receive declaration of interest on agenda items

Cllr Greenow declared a DPI on agenda item 18 as his wife is the Parish Clerk

3. To co-opt members to fill current vacancies

No co-option took place

4. To agree and sign the minutes of The Parish Council meeting held on 02/10/2017

It was **RESOLVED:** to agree and sign the minutes of The Parish Council meeting held on 02/10/2017

5. Open Session:

5.1 To receive views of residents on parish matters

No matters raised

5.2 Ward Cllrs report

No ward Cllr present, No report

6. Reports

6.1 HAP report Cllr Frankham

Cllr Frankham reported on the HAP meeting. A power point presentation had been given on phase 1 and Phase 2 -Identifying areas for housing. The power Point presentation would be distributed to those Parish Councils who had representation on the HAP Steering Group

7. Lengthsman

7.1 To identify work to be carried out by lengthsman

8. Footpaths

No further lengthsman work identified

8.1 To identify P3 work to be carried out by lengthsman

Work identified as: The footpath alongside the Whitehouse either side of the bypass (LOB2) needed some cutting back of overgrown vegetation, the steps near Well Cottage (LOB5) also needed attending to.

[Clerk to action](#)

9. Community project

9.1 To receive an update the on-community litter pick / clean-up of the parish to take place on 11/11/2017. The Clerk had carried out a risk assessment of the area to be covered for the litter pick, some students from the Church academy at the Forge would be helping with the litter pick and refreshments were being provided by the forge. If wet an assessment on safety grounds would be undertaken by the Chairman and the Clerk and if required, the litter pick would be cancelled.

10. Highways Issues

10.1 To consider road issues for reporting to Balfour Beatty

Netherwood road has been marked up previously for work to be carried out on it but nothing has been done to date. The t junction near Netherwood road also needs attending to as it is in a poor state of repair.

The clerk reported that she had not had anything further to report concerning the request for a Stop sign at the Ridgehill junction. She would contact the locality officer and ask for an update on the request made. Clerk to action

11. Planning

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

Refusal of planning permission – 172449 Plots 1 & 2 The Glimpse

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 informed the Parish Council that the Herefordshire Council officer dealing with the asset transfer had left the Council and very little progress had been made to date on the CAT, however a new officer had been appointed and she had advised that the CAT would be progressing over the next few months with a view to completion A.S.A.P

13. Finance

13.1 To note bank balance

Noted as Main A/C £34,423.16

Reserves ring fenced £31,873.38

Community Projects a/c £5,072.70

13.2 To consider payments to:

Terry Griffiths contracts (lengthsman) invoice £225.00+vat £45.00

14. Correspondence

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

14.1 To note date of HALC Conference & AGM

Noted

14.2 To note letter from parishioner concerning planning application 5 withy brook close

Noted

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

16 Next Scheduled Parish Council meeting Monday December 2017 at The Forge 7.30pm

17. To pass a resolution to exclude the public and press due to a confidential matter to be discussed

A resolution was passed to exclude the public and press due to the confidential matter to be discussed

18. Employment matters

Following the clerks annual review

It was **RESOLVED:** to increase the clerks pay scale to SC27 as from 1st April 2018 (as per NALC national salary award 2016-18)

Signed

N. Jones – Chairman

Dated

4th December 2017