



**Minutes of The Parish Council Meeting of Lower Bullingham Parish Council
Monday 2nd September 2019
Held at The Forge Holme Lacy Road at 7.30pm**

Present: Chairman Cllr Nigel Jones, Cllr Nick Barrow, Cllr Andrew Fisher, Cllr Barbara Frankham, Cllr Daniel Powell, Cllr Darren Smith, Cllr Malcolm Yapp, & Cllr David Whurr
In Attendance: Kath Greenow – Parish Clerk & 3 parishioners

1. Apologies

Apologies were accepted from Cllr Pete Greenow

2. To co -opt members to fill current vacancy.

No co -option took place

3. To receive declarations of interest on agenda items

None declared

4. To approve & sign The Parish Council meeting minutes of Monday 1st July 2019

It was **RESOLVED:** to approve The Parish Council meeting minutes of Monday 1st July 2019 and the Chairman signed the minutes

5. 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)

A parishioner raised questions relating to the traffic calming on Holme Lacy Road as some parishioner's present felt that they hadn't been implemented.

5.1 Ward Cllrs report

No ward Cllr in attendance and no report

6. EZ Stakeholder Group

6.1 To receive a report on the EZ SG meeting 3/07/2019 from Cllr Barrow

Cllr Nick Barrow gave a report on the EZ meeting. Matters discussed were graffiti on boarding erected at the Old Shell store, better lighting required along the Greenway, park and choose site at Rotherwas, Beryl bikes scheme. Road scheme along Holme Lacy, which Cllr Barrow had advised that the PC had requested a crossing by The Wye Inn when they had been consulted on Holme Lacy road improvements in the past.

6.2 To consider an invitation to all Cllrs on the Skylon Park Sustainability Showcase for all Cllrs
Cllr Nick Barrow & Cllr Barbara Frankham would attend if they could, other Cllrs were unable to attend

7 Lengthsman

7.1 To consider a reduction in routine maintenance days from October 2019- March 2020

It was **RESOLVED:** that the lengthsman carries out one final maintenance day in October before winter and then a maintenance day to be carried out in March 2020

7.2 To consider other road maintenance work not covered in the routine maintenance plan for 2019/20
The clerk was asked to check as to whether a quote had been received from the lengthsman for work at Redbrook and Ridgehill areas

7.3 To note the location of Parish Council owned grit bins in the parish and mark up as appropriate as

” Property of LBPC”

It was **RESOLVED**: that the grit bins had been identified as being “Herefordshire Council property “ as a sticker had been placed on all grit bins in the parish by Balfour Beatty and that the responsibility for topping up and filling of these would be for BB to attend to.

7.4 To consider purchase cost of roadside mirror at Ridgehill junction £330(including fixing brackets)

It was **RESOLVED**: to purchase a roadside mirror at a cost of £330.00 + vat. The Clerk would advise the lengthsman to purchase and site the mirror at the agreed location

8. Parish Footpaths

8.1 To note footpaths worked on since last meeting

Footpaths work attended to since the last meeting were noted as:

LOB 9 & LOB 10. From C1268 road access to junction with HER 67. Clear undergrowth and cut back overgrowth. LOB 6. At U71616 road access. Clear undergrowth and overgrowth from around stile.

LOB 7. At U71616 road access. Put in new fingerpost and chevron finger. LOB 7. Pedestrian bridge over the Redbrook. Clear undergrowth from east side of the bridge up to new fence line.

LOB 7. First council stile east of Redbrook pedestrian bridge. Clear undergrowth and overgrowth from around stile LOB 7. C1261.Road access both sides of the road. Clear undergrowth and overgrowth from around stile-gate and fingerpost. LOB 7. From U72009 road access. Clear undergrowth and overgrowth from approximately 50m of enclosed part of the path and around stiles and fingerpost.

Attach new chevron finger to existing fingerpost.

8.2 To consider Parish Footpaths maintenance work required

It was **RESOLVED**: that the Clerk obtains some large, laminated footpaths maps for the Parish footpaths officers and one for the Clerk

8.3 To consider parishioners request concerning cutting back of overgrown vegetation on footpaths from Watery Lane towards relief road and beyond.

It was **RESOLVED**: that the lengthsman attend to the overgrown vegetation on footpaths from Watery Lane towards relief road and beyond.

9.Highways & road issues

9.1 To consider ADL’s initial consultation on implementation of “No Waiting at any time” (double yellow line) restriction on Windsor road and its junction with Lower Bullingham Lane

It was **RESOLVED**: to support ADL’s initial implementation of “No Waiting at any time” (double yellow line) restriction on Windsor road and its junction with Lower Bullingham Lane.

9.2 To consider correspondence from The Engineering Manager Highways and Transportation Herefordshire Council concerning HGVs along Twyford lane, through Ridgehill and down to the A49

The Clerk advised that she had spoken with HFDC Engineering Manager - Highways and Transportation who advised that he would email the clerk in due course on the matter, however no correspondence had been received at the time of the PC meeting .The Clerk was asked seek advise from HFDC concerning costings for the replacement of HGV signage and chase up the engineer concerning the matter of HGV’s along Twyford Lane.

10. Planning

10.1 To consider commenting on Planning consultation:192732 Lyndhurst Twyford Hereford HR2 8AD. Description: Converting an existing attached, stone barn, to be part of the ancillary accommodation to the residential dwelling

It was **RESOLVED:** to Support the application

10.2 To note Herefordshire Council's enforcement officer's response to reported lapse of planning permission- 143546

The Clerk advised that despite contacting the enforcement officer several times she had not received a response on the lapse of planning permission- 143546.

11. Finance

11.1 To note finance report & Bank reconciliation

The finance report was noted, and the bank reconciliation was noted as £ 58301.63 as at 05/08/2019

11.2 To consider the budget report

The budget report was considered, and the budget was noted as on track for 2019/20

11.3 To consider invoices for payment

It was **RESOLVED:** to pay

Terry Griffiths Invoices July TGC 0804 £227.00+vat. TGC0805 £150.00+vat,

GC0805 TGC0829 £150.00+vat, TGC0830 £280.00+vat (July invoices total £807.00 + vat)

Terry Griffiths Invoices August TGC0853 £282.00 +vat, TGC0854 £150.00, TGC0855 £50.00+vat

TGC0856 £130.00 +vat. (August invoices total £612.00 +vat)

Clerks re imbursement for postage £4.20

Clerks re imbursement ink cartridges £34.00

The Forge – room hire x3 =£90.00 +VAT

HALC Completion of Internal Audit 2018/19 £200.00+ VAT

11.4 To note payment of Clerks salary for August as per contract - payment noted

11.5 To note PAYE payment to HMRC for August as £10.60 – payment noted

11.6 To agree payment of Clerks salary as per contract at the end of September & PAYE due to HMRC

It was **RESOLVED:** to pay the Clerks salary as per contract at the end of September & PAYE due to HMRC

12. Correspondence

12.1 To note HALC information Corner and training - noted

12.2 To consider booking training for Cllrs as appropriate

HALC training noted – Cllrs would contact the clerk to confirm training that they wished to attend

13. Matters raised for consideration for placing on the next meeting's agenda.

(No discussion)

Drainage at Ridgehill

14. Next Parish Council Meeting– Monday 7th October at 2019 7.30pm at The Forge -noted

Chairman Dated