



**Minutes of The Parish Council Meeting of Lower Bullingham Parish Council  
Monday 7th October 2019  
Held at The Forge Holme Lacy Road at 7.30pm**

**Present:** Chairman Cllr Nigel Jones, Cllr Andrew Fisher, Cllr Barbara Frankham, Cllr Darren Smith, ,  
& Cllr David Whurr

In Attendance: Kath Greenow – Parish Clerk & Ward Cllr David Summers

**1. Apologies**

Apologies were accepted from Cllr Nick Barrow, Cllr Pete Greenow & Cllr Malcolm Yapp

**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 2<sup>nd</sup> September 2019**

It was **RESOLVED:** to approve The Parish Council meeting minutes of Monday 2<sup>nd</sup> September 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)**

No members of the public present

**5.1 Ward Cllrs report**

The ward Cllr advised that he was meeting with Cabinet member and Balfour Beatty reps concerning Holme Lacy road traffic calming issues, and he would keep the PC advised of progress made concerning the issues. He advised that the park and choose at Rotherwas would be open during next week. The idea of the park and choose was that people left their vehicle at the park area and use the public transport into and out of Hereford City.

**5.2 To receive a report on the Skylon Park Sustainability Showcase**

No report as Cllrs were not able to attend

**6 Lengthsman**

**6.2 To consider road drainage issues at Ridgehill**

It was **RESOLVED:** that the clerk contacts the lengthsman to request that the following work is undertaken: to attend to grips required at Ridgehill, open ditches need cleaning out along Ridgehill to Red house once the hedges had been cut back by landowners. The open ditch near Twyford Barn has been squashed in by a large vehicle and needs cleaning out and reinstating.

Grips to be attended to at Watery Lane

**7. Parish Footpaths**

**7.1 To consider Parish Footpaths maintenance work required.**

The footpaths officers reported on the following footpaths:

LOB4

- Bramble needs cutting back from gate going onto bypass (B4399)

- Gate needs latch

- Signage missing from gate
  - Gate on opposite side of bypass (B4399) needs bramble cutting back from it and also new latch
  - Vegetation on the footpath and bridge on the opposite side of the bypass also needs clearing
- LOB2
- New latch needed on second gate from bypass (B4399)
  - New gate and finger post needed on gate closest to bypass
  - Hedges, vegetation and brambles need cutting back

It was **RESOLVED**; that the clerk contacts the lengthsman to request that work is carried out on LOB 4 & LOB2 as identified in the footpath officers report

### **8.Highways & road issues**

8.1 To consider road issues for reporting to Balfour Beatty

The Clerk was asked to contact Balfour Beatty concerning resurfacing of Hoarwithy road from Green Crize towards Redbrook, as the road was in a bad state.

8.2 To consider response from Cabinet member for Highways & Transportation concerning Holme Lacy road traffic calming.

No further information. The matter was being taken up by the ward Cllr who would keep the PC informed of progress made

8.3 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 the Engineering Manager ,Highways and Transportation HFDC, who had advised that the request for a new “unsuitable for HGV’s “ sign would be sent to Highways England, as the signage required would need to be erected on the verge of the A49 ,of which Highways England were the responsible body.

### **9. Finance**

9.1 To note finance report & Bank reconciliation

The finance report and bank reconciliation was noted as £ £54567.11

9.2 To consider invoices for payment

It was **RESOLVED** to pay:

The Forge Invoice 0371 – room hire x 2 =£72.00 +VAT

HALC invoice for Website Hosting (March 2019 to February 2020) Domain Name (March 2019 to February 2020) £50.00+vat

Clerks reimbursement postage £5.60

Terry Griffiths contracts (lengthsman) invoice TGC0865 £330.00 +vat, TGC0887 £282.00+vat, TGC0888 3150.00+vat

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

It was agreed to pay the Clerks salary as per contract at the end of October & PAYE due to HMRC

### **10. Correspondence**

10.1 To note Parish Summit information - Noted

10.2 To consider Parish Cllr attendance at HFDC presentations and workshops evening, along with an opportunity to meet planning officers from the Strategic Planning and Neighbourhood Planning teams. Wednesday 6 November at the Shire Hall in Hereford between 16:30 and 18:30.

Noted by Cllrs. Cllr Whurr would attend if he was able to.

### **11. Matters raised for consideration for placing on the next meeting’s agenda.**

Updating of Financial regs

### **12. Next Parish Council Meeting– Monday 4<sup>th</sup> November 2019 7.30pm at The Forge**

Chairman ..... Dated .....