



**Minutes of The Online Parish Council Meeting of Lower Bullingham Parish Council
Held on Monday 6th July 2020
at 7.30pm**

Present: Cllr David Davies, Cllr Barbara Frankham, Cllr Daniel Powell, Cllr Darren Smith & Cllr David Whurr

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

In the absence of the Chairman Cllr Daniel Powell Chaired the meeting

1. Apologies

Apologies were accepted from:

Chairman Cllr Nigel Jones, Cllr Nick Barrow, Cllr Pete Greenow & Cllr Malcolm Yapp.

2. To receive declarations of interest on agenda items

None declared

3. To approve & sign the minutes of the Parish Council meeting Monday 1st June 2020

It was RESOLVED to: approve & sign the minutes of the Parish Council meeting Monday 1st June 2020

4. 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)

None

4.1 Ward Cllrs report

The ward Cllr reported that he was chasing up on the implementation of the double yellow lines to be put down at Winsor Road.

5 Lengthsman

5.1 To receive an update on lengthsman risk assessment concerning compliance with government guidelines relating to COVID- 19

The Clerk advised that she had received the risk assessment required from the lengthsman

5.2 To consider renewal of lengthsman contract with T Griffiths contracts for 2020/21

It was **RESOLVED** to renew the lengthsman contract with T Griffiths Contracts for 2021.

5.3 To consider work lengthsman work required.

It was **RESOLVED** that: The lengthsman carry out a maintenance day in July & August

5.4 To receive an update concerning damage to traffic mirror adjacent to Ridgehill junction

The Clerk reported that she had contacted the lengthsman for a copy of the invoice for the traffic mirror and was awaiting the invoice from the lengthsman. The Clerk would chase up again and when she had received the invoice, she would contact the manufacture about the mirror as previously agreed by the PC.

6. Parish Footpaths

6.1 To consider Parish Footpaths maintenance work required in the parish

It was **RESOLVED** that: there was no footpath maintenance work identified other than reported in agenda item 6.2

6.2 To consider parishioners request for clearance of overgrown vegetation along footpaths along by the side of Freedom Church and from footpath leading from Watery lane upto the orchard at Dinedor . It was **RESOLVED** that: the Clerk contacts the lengthsman to request that he attends to clearing of the footpaths along by the side of Freedom Church and from footpath leading from Watery lane upto the orchard at Dinedor(LOB9 & LOB1 leading into LOB3)

7.Highways & road issues

7.1 To consider road issues for reporting to Balfour Beatty

No new issues to report

8. Finance

8.1 To note the finance report

The fiancé report was considered and noted as the bank balance being £60079.17

8.2. To note d/d payment of Clerks salary as per contract for June- noted

8.3 To consider payment of £50.00 to Eyelid production for Accessibility Statement as required on Parish Council website

It was **RESOLVED** to pay of £50.00 to Eyelid production for Accessibility Statement as required on Parish Council website

8.4 To consider invoices for payment:

It was **RESOLVED** to pay:

Herefordshire Council – Election recharges for May 2019 £137.84

HALC Invoice H1023 Internal Audit 2019-20 3200.00 +vat

Eyelid Productions Invoice 2278 £100.00

8.5 To agree and sign the certificate of exemption as the Parish Council are exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

It was **RESOLVED** to agree and sign the certificate of exemption as the Parish Council are exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

8.6 To agree and sign the Annual Governance Statement 2019/20

It was **RESOLVED** to: agree and sign the Annual Governance Statement 2019/20

8.7 To agree and sign the Annual Accounting Statement for 2019/20

It was **RESOLVED** to: agree and sign the Annual Accounting Statement for 2019/20

8.8 To consider internal auditors report and attend to any action items as required

It was **RESOLVED** to note the internal auditors report and the recommendations made would be attended to as required by the PC

9.Consultations

9.1 To consider commenting on HFDC Affordable Housing in Herefordshire consultation

It was RESOLVED: No comment on HFDC Affordable Housing in Herefordshire consultation

10. Correspondence

10.1 To note correspondence received since last meeting

All correspondence had been placed on the agenda for consideration

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

(No discussion) None raised

12. Next Online Parish Council Meeting Noted as – Monday 7th September 2020 7.30pm

Signed -----Chairman

Date-----