



**Minutes of The Online Parish Council Meeting of Lower Bullingham Parish Council
Held on Monday 7th September 2020
at 7.30pm**

Present: Chairman Cllr Nigel Jones, Cllr David Davies, Cllr Daniel Powell,
In Attendance: Kath Greenow – Parish Clerk & Ward Cllr David Summers

1. Apologies

Apologies were accepted from:

Cllr Nick Barrow, Cllr Pete Greenow, Cllr Darren Smith & Cllr David Whurr

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2. To receive declarations of interest on agenda items

None declared

3. To approve & sign the minutes of the Online Parish Council meeting Monday 6th July 2020

It was RESOLVED: to approve and sign the minutes of Online Parish Council meeting Monday 6th July 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)

No members of the public in attendance

4.1 Ward Cllrs report

The ward Cllr advised he had little to report. A number of road defects have been reported to Balfour Beatty including the drainage problems along lower Bullingham lane near the gated area which floods each time there is heavy rain,

The Chairman advised the ward Cllr that there was a collapsed manhole cover near Taylor Lanes premises which had been marked with blue paint and needed to be attended to urgently.

5 Lengthsman

5.1 To consider work lengthsman work required.

It was **RESOLVED:** that the lengthsman carries out a maintenance day during September / October

5.2 To receive an update on damaged traffic mirror adjacent to Ridgehill junction and a replacement.

The clerk advise that Terry had received a replacement mirror from the manufacturer F.O.C.

It was **RESOLVED:** that the new traffic mirror is fitted in the same location as the previous one by the lengthsman

6. Parish Footpaths

6.1 To consider Parish Footpaths maintenance work required in the parish

No further work identified

7. Highways & road issues

7.1 To consider road issues for reporting to Balfour Beatty

No new road issues to report

7.2 To consider blocked drain issues along Watery Lane

It was **RESOLVED:** to report the matter via Herefordshire Councils website and the ward Cllr

advised that he would also speak to Balfour Beatty concerning the problem.

- 7.3 To receive an update on double yellow lines along Winsor Road Lower Bullingham Lane
The Clerk had contacted Balfour Beatty to ask when the double yellow lines would be put in however, she had not had a response back. The ward Cllr would chase up on the matter and advise the Clerk accordingly.

8. Finance

- 8.1 To note the finance report

The finance report was noted, and bank balance was noted as ££59976.28

- 8.2 To consider updated budget report

The budget report was considered and payments made to date were inline with the budget

- 8.3. To note d/d payment of Clerks salary as per contract for July & August 2020 NOTED

- 8.4 To consider payment to the Clerk relating to a short fall in Clerk's monthly salary April – August total of £56.80

It was **RESOLVED**: to pay the shortfall in the Clerk's salary April-August

- 8.5 To consider invoices for payment:

It was **RESOLVED** to pay:

Eyelid production for Accessibility Statement as required on Parish Council website £50.00

Lengthsman -Terry Griffiths Invoice TGC1153 £242.00+vat

Lengthsman – Terry Griffiths Invoice TGC1190 £242.00+vat

Lengthsman Terry Griffiths – Invoice PROW TGC 1911 £190.00+vat

HALC invoice H1064 Website hosting & Domain name (March 2020-Feb 2021) £50.00 +vat

9.Parish Council Meetings

- 9.1To consider undertaking a required Parish Council risk assessment prior to resuming face to face Parish Council Meetings

It was **RESOLVED** that: The Clerk carries out a risk assessment and contacts The Forge for a copy of their risk assessment concerning the venue where the PC would normally meet. The clerk would circulate the risk assessments to Cllrs .

- 9.2 To consider resuming face to face Parish Council meetings from October
Deferred to next PC Meeting

10.Planning

- 10.1To consider planning issues in the Parish

Deferred to the next PC Meeting

11. Correspondence

- 11.1HALC Information Corner July & August and associated documents

- 11.2 Letter from The Lord Lieutenant Herefordshire

All correspondence was noted

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

(No discussion) none raised

13. Next Parish Council Meeting– Monday 5th October 2020 7.30pm venue TBC

Signed -----Chairman Date-----