

Lower Bullingham Parish Council

Draft Minutes of The Annual Parish Council Meeting of Lower Bullingham Parish Council, On Tuesday 3rd May 2022 7.30pm

Present: Chairman Cllr Nigel Jones, Cllr David Davies, Cllr Cat Hornsey, Cllr Darren Smith & Cllr Malcolm Yapp

In Attendance: Kath Greenow – Parish Clerk & Ward Cllr David Summers & 4 parishioners

1 Election of Chairman

It was **RESOLVED:** to elect Cllr Nigel Jones as Chairman

2. Election of Vice Chairman

It was **RESOLVED:** to elect Cllr Pete Greenow as Vice Chairman

3.Apologies accepted from: Cllr Andrew Fisher, Cllr Pete Greenow, Cllr Daniel Powell,

4. To receive declarations of interest on agenda items and any dispensation requests

The Chairman Cllr Nigel Jones declared a Disclosable Pecuniary Interest on agenda item 15.1 Planning consultation: 220945 Well Cottage Dinedor Hereford as he was the applicant

5. To elect members to following working group

5.1 Finance working group.

It was **RESOLVED:** to elect Cllr David Davies, Cllr Cat Hornsey & Chairman Cllr Nigel Jones as members of the finance working group .

6. Members elected to outside bodies

6.1 rep to Hereford Entreprize Zone Stakeholder group

It was **RESOLVED:** to elect Cllr Malcolm Yapp as the PC rep

7. To approve & sign the minutes of the Parish Council meeting Tuesday 5th April 2022

It was **RESOLVED** to: approve & sign the minutes of the Parish Council meeting Tuesday 5th April 2022. The Chairman signed the minutes.

8. To receive a report from Nick Rawling of Bloor Homes concerning Planning application P194402/0 mixed Urban Extension of Land at Lower Bullingham

The Clerk advised that she had received correspondence from Nick Rawling to say that he was unable to attend the meeting due illness and he was hoping to attend the June Meeting.

9. Public forum: Members of the public may raise subjects they wish to bring to the attention of the parish council. (Restricted to 10 minutes)

Non raised

9.1 Ward Cllrs report

The ward Cllr reported on the costing he had received for benches he was hoping to have put along the Greenway.

9.2 Clerks report

The clerk reported that she had sent the required documentation off to HALC as the PC's internal auditor, and advised that this had been very time consuming given that everything had to be sent electronically.

10. To review LBPC policies and (re)adopt as necessary

10.1 It was **RESOLVED** to: review and re adopt the Parish Councils Standing Orders

10.2 It was **RESOLVED** to: review and re adopt the Parish Councils Financial Regulations

10.3 It was **RESOLVED** to: review and re adopt the Parish Councils Risk assessment

10.4 It was **RESOLVED** to: review and re adopt the Parish Councils Risk Management Policy

10.5 It was **RESOLVED** to: review and re adopt the Parish Councils Asset Register

11. Lengthsman

11.1 To consider renewal of lengthsman contract with T Griffiths contracts for 2022/23

11.1.1 It was **RESOLVED**: that the Clerk contact the lengthsman to request costings for maintenance days and village upkeep.

11.2 To consider drainage grant offered, and signing of drainage grant contract between the Parish & Council & Herefordshire Council.

It was **RESOLVED**: accept the drainage grant offer of £4339.00 and sign the drainage grant contract between the Parish Council & Herefordshire Council.

11.3 To consider allocating drainage project works to be carried out within the drainage grant scheme

Deferred to the next meeting as Cllrs would need to assess the drainage project areas on merit and benefit as the grant allocation from Herefordshire Council of £4339.00 was less than what the Parish Council had applied for.

11.4 To consider lengthsman work required.

Deferred to the next Meeting

12. Parish Footpaths

12.1 Appointment of footpaths officer for the parish

It was **RESOLVED**: to re- appoint footpaths officers for the following areas in Lower Bullingham Parish to the Cllr Malcolm Yapp for Lower Bullingham Withy Brook area, Cllr Darren Smith for Ridgehill area, Cllr Nigel Jones and Cllr Pete Greenow Lower Bullingham Redbrook towards Dinedor area.

12.2 To consider Parish Footpaths maintenance work required in the parish.

The Clerk advised that she had received an email from a parishioner concerning a footpath in the parish from Lower Bullingham Lane, across Redbrook over a little bridge and up to the orchards to go up Dinedor hill, you cross the relief road – B4399. There are two gates before the relief road and one just after on the other side to get into the orchards, the two this side are both broken and in need of repair.

It was **RESOLVED**: that the Clerk contacts Herefordshire Council PROW asking them to

attend to the issues

13.Grassed area behind Rotherwas Close

13.1 To note response from Herefordshire Council concerning ownership and status of the piece of grassed area behind Rotherwas Close

The Clerk advised that she had received a response from Herefordshire Council stating that, "The area is public open space, owned by Herefordshire Council and maintained as part of Public Realm contract." The information was noted by Cllrs

14.Highways.

14.1 To consider road issues for reporting to Balfour Beatty.

Cllrs raised concerns regarding the dangerous road safety issue of overhanging dead trees and branches / boughs along the left-hand side section of C1261 Hoarwithy road leading down from Mona Dene towards the railway bridge. It was believed that the land was part of a family trust, and the agent was Sunderland's of Hereford

It was **RESOLVED:** that The Clerk contacts the land agent to request that the overhanging dead trees & branches & boughs are cut back as they are dangerous and are a highways road safety issue for vehicles in general as well as the local bus service.

A parishioner present at the meeting raised concern over weeds alongside the pavement at St Clare's Court and that some of the grassed area at St Clare's court had not been cut by Balfour Beatty when they had been out cutting other grassed areas near St Clare's Court.

The Clerk was asked to contact Balfour Beatty concerning that matter.

14.2 To receive an update concerning a request for TRO along a section of Watery Lane.

The Clerk advised that she had not received any further update from Herefordshire Council.

14.3 To consider areas suitable for minor road safety improvement scheme" **Village Safety Initiatives"**

Discussion took place regarding suitable area for minor road safety improvement.

The dilapidated road sign saying "Unsuitable for motor vehicles at the top end of Ridgehill needed renewing and updating.

At this point in the meeting the Chairman Cllr Nigel Jones left the room having declared a DPI on planning application 220945.

It was **RESOLVED:** that in the absence of the vice chairman Cllr Darren Smith take the Chair for the agenda item.

15. Planning

15.1 To consider commenting on Planning consultation: 220945 Well Cottage

Dinedor Hereford

Description: Proposed single story extension

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

The Chairman Cllr Nigel Jones re-entered the room and resumed as Chairman

15.2 To consider commenting on Planning consultation 220884 Keltruck Ltd Unit 15 Thorn

Business Park Rotherwas Hereford

Description: Proposed extension to existing service workshop to create one additional service bay. alterations to existing empty workshop to create an internal HGV wash and valet facility, construction of a two-storey office and welfare facility in the space between the two existing

buildings all to replace the temporary portable cabin office and welfare facility.
It was **RESOLVED:** to Support the application

16. Finance

16.1 To note the finance & bank reconciliation reports

It was **RESOLVED:** to note the fiancé report and bank reconciliation reports

16.2 To consider insurance quote for PC insurance renewal 1st June 2022.

It was **RESOLVED:** to renew the PC insurance with Zurich insurance for 2022/23 at a cost of £449.96

16.3 To consider purchase of dog fouling signage

It was **RESOLVED:** to purchase 2 Dog fouling signs from Seaton signs

16.4 To approve PAYE due month 1 £63.91.

It was **RESOLVED:** to approve PAYE due month 1 £63.91.

16.5 To note scheduled d/d payment of Clerks salary as per contract for April 2022. Noted

16.6 Payment of Clerk's salary shortfall for April & back pay as previously minuted and approved (Minute 10.3 -5/04/2022) Payment due noted and approved

16.7 To consider invoices for payment.

It was **RESOLVED:** to pay the following invoices

Dinedor Village Hall hire April £26.00

Bright pay payroll 2022/23 £59.00 +vat

16.8 To note bacs remittance of 1st precept payment for 2022/23 from HFDC for £6500.00
Noted

17. Correspondence

17.1 To note correspondence since last PC Meeting.

Correspondence since the last PC Meeting had been sent to Cllr and was noted

18. Matters raised for consideration for placing on the next meetings agenda. (No discussion)

Pedestrian Crossing at the Wye Inn

Nigel Jones - Chairman Lower Bullingham Parish Council

Dated.....