

Lower Bullingham Parish Council



Minutes of The Parish Council Meeting of Lower Bullingham Parish Council

Held at the Dinedor Village Hall

On Tuesday 2nd December 2025

Present: Present: Chairman Cllr Nigel Jones, Cllr Neil Barrington, Cllr Barbara Frankham, Cllr Cat Hornsey

In Attendance: Parish Clerk Kath Greenow & Ward Cllr David Davies

1. Apologies

Cllr John Jones

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

None declared

3. To approve & sign the minutes of The Parish Council meeting Tuesday 4th November 2025

It was **RESOLVED**: to approve & sign the minutes of The Parish Council meeting held on Tuesday 4th November 2025. The Chairman signed the minutes

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

No members of the public present

Cllr Hornsey advised Cllrs that the St Martins food share has moved to Saxon Hall on Mondays at present

4.1 Ward Cllrs report

The Ward Cllrs report had been sent to Cllrs prior to the meeting and was noted.

Appendix 1 attached to the minutes

The ward Cllr advised that the planning application relating to Highland Grove Ridge hill was likely to go to planning committee, as to was the planning application for Ponderosa Twyford Common Road

5. Lengthsman

5.1 To consider any work for the lengthsman.

No further work identified for the lengthsman

6. Parish Footpaths

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

No further work identified for the lengthsman

7.Highways.

7.1 To consider road issues for reporting to Balfour Beatty.

No new road issues to report.

7.2 To note approval of drainage grant application 2025/26

The approval of the drainage grant allocation for 2025/26 was noted as £1800.00.

8. Finance

8.1 To consider and approve the finance & bank reconciliation reports – 30-11-2025

The finance report & bank reconciliation reports were considered

It was **RESOLVED**: to approve the finance report & bank reconciliation report 30-11-2025

Bank balance as of 30-11-2025 £59,287.38

8.2 To consider and approve budget update report 30-11-2025

The budget update report for 30-11-2025 was considered.

It was **RESOLVED**: to approve the budget update report 30-11-2025

8.3 To consider invoices for payment : None

8.4 To approve payment of Clerks salary for December 2025 (when due)

It was **RESOLVED**: to approve Clerks salary for December 2025 (when due)

8.5 HMRC PAYE month 7 TBC

It was **RESOLVED**: to pay HMRC for paye month 7 £130.98

8.6 To consider change of payroll provider from bright pay to Autela Payroll services for year beginning April 2026

It was **RESOLVED**: to change the payroll provider for the PC from bright pay to Autela Payroll services for tax year beginning April 2026 .

8.7 To consider the draft budget for 2026/27

The budget for 2026/27 was considered

The draft budget was considered, and it was **RESOLVED**: to approve the budget for 2026/27 as £24,047.00. £18000.00 of Precept and the remainder of the budget for 2025/26 would be made up from HFDC grants etc

8.8 To consider setting of the precept for 2026/27

It was **RESOLVED**: to set the precept for 2026/27 as £18,000.00.

9. HFDC- Play area Capital investment Grant

9.1 To consider Play area Capital Investment Grant, and consider completing expression of interest form relating to HFDC play areas in the Parish.

It was **RESOLVED**: not to complete an expression of interest form relating to the taking over via asset transfer of HFDC play areas in the Parish. This was due to the financial implications that the PC would have to take on along with risk management, asset management and maintenance of the play areas in the parish which are all currently owned by Herefordshire Council

10. Planning

10.1 To consider planning issues for reporting to HFDC Planning enforcement officer & receive an update on previously reported planning issues reported .

No new issues to report .

Ward Cllr was speaking to enforcement on the issues of the unauthorised new gateway opened up on Holme Lacy Road near the redundant barns along with other issues relating to disposal of rubble waste on the land

10.2 To consider appointment of a Cllr to speak at HFDC Planning committee

(date to be confirmed) relating to Bloor Homes Planning application , and give a statement on behalf of the Parish Council relating to the application.

Deferred to the next meeting

11. Correspondence

11.1 To note correspondence received since the last PC Meeting

All correspondence had been sent to Cllrs prior to the meeting and was noted.

12. Clerk Cover

12.1 To consider Clerk cover from HALC in the absence of the Parish Clerk.

It was **RESOLVED:** to approve Clerk cover by HALC in the absence of the clerk for up to 2 months .

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

(No discussion)

None raised

14. Next Parish council Meeting Tuesday 6th January 2026 7.30pm at Dinedor Village Hall

Signed..... Dated.....

Cllr Nigel Jopnes

Chairman Lower Bullingham Parish Council