

Minutes of Ballingham Bolstone & Hentland **Annual** Group Parish  
Council Meeting  
Held on Thursday 17<sup>th</sup> May 2018  
At St Catherine's Church Hoarwithy 7.30pm

## **Present**

Chairman, Cllr Martin Soble, Cllr Philip Watkins, Cllr Valerie Lilwall, Cllr Henry Rudge, Cllr Peter Pember, Cllr Sally Pike, Cllr Simon Harris, Cllr Pat Fitzpatrick, Cllr Dave Stuffins, Cllr John Lyons & Cllr Sherwood Keogh

In attendance: Kath Greenow Parish Clerk, Ward Cllr D Summers & 1 parishioner

### **1.To elect Chairman**

It was **RESOLVED**: to elect Cllr Simon Harris as Chairman

### **2.To receive apologies for absence**

None all Cllrs present

### **3.To elect vice Chairman**

It was **RESOLVED**: to elect Cllr John Lyons as vice Chairman

### **4 To elect members to following working groups**

#### **4.1 Finance working group**

Chairman Cllr Simon Harris, Cllr Peter Pember & Cllr Valarie Lilwall

#### **4.2 Employment working group**

Chairman Cllr Simon Harris, Cllr Par Fitzpatrick & Cllr Sherwood Keogh

### **5. To consider electing a representative from the Parish Council to BOSH**

**(Ballingham Old School Hall) as appropriate**

No representative was required to be elected

### **6. To receive declarations of interest on agenda items and consider dispensation requests.**

Cllr Peter Pember declared a NPDI on agenda item 13.3 reimbursement for payment to freeload and fasthosts. Cllr Martin Soble & Cllr Dave Stuffins declared a NDPI on agenda item 11.3 planning application 181183.

Cllr Henry Rudge declared a DPI on agenda item 11.3181183 as he was the applicant.

### **7.To agree and sign the minutes of 19<sup>th</sup> April 2018**

It was **RESOLVED**: to agree and sign the minutes of Thursday 19<sup>th</sup> April 2018

### **8.Public forum: Members of the public may raise matters 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 raised that are not on the agenda)**

**No members of the public present.**

The ward Cllr had no report to give but requested that he is given the dates of the Parish Council meetings so that he can attend them in future, and that if the Parish Council had any parish issues that they would like his help with to email him. The Clerk would email the ward Cllr the dates of future meetings.

## **9. Lengthsman & P3**

9.1 To receive a report from the lengthsman

The lengthsman has carried out work as previously instructed by the Parish Council.

9.2 To consider lengthsman & P3 work to be undertaken by the Lengthsman in the parishes.

It was **RESOLVED**: that the lengthsman attend to vegetation the verge/pavement opposite the pub in Hoarwithy also mowing of the verge at Rocks common (north side).

**P3 work required.** Some work is to be completed on the footpaths, including the erection of a kissing gate, as previously minuted.

9.3 To receive an update on Well Lane Hoarwithy.

It was **RESOLVED**: that the clerk contacts Helen Beale of Herefordshire Council regarding Well lane

## **10. Highways**

10.1 To consider road issues for reporting to Balfour Beatty.

Hentland parish – potholes have not been attended to. It was **RESOLVED**: that the clerk arranges a meeting with the locality steward concerning Hentland road issues

## **11. Planning**

11.1 To note planning permissions granted/ refused since last meeting

Application 180640 – Approved by Herefordshire Council

11.2 To consider commenting on Planning consultation; 181225 Land adjacent to Green Bank, Hoarwithy, Herefordshire HR2 6QJ

Description: site for the proposed demolition of existing workshop and the erection of four dwellings

It was **RESOLVED**: that in principle the Parish Council supported the application. The application is compliant with our NDP, which is currently at reg 16 stage

At this point in the meeting Cllr Rudge left the room

11.3 To consider commenting on Planning consultation; 181183 Ballingham Court Ballingham Herefordshire HR2 6NH

Description: Proposed Apple store and concrete apron

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

Cllr Rudge returned to the room.

## **12. Neighbourhood Development Plan**

12.1 To receive a report on the neighbourhood plan and next steps required

Regulation 16 consultation end on 31/05/2018. The plan will then need to progress to an independent inspection. Information on the next stage will be sent by Herefordshire Council after the reg 16 consultation has finished

## **13. Finance**

13.1 To note end of year accounts have been sent to the internal auditor as required  
Noted

13.2 To approve and sign certificate of exemption form under section 9 of the local audit (Smaller Authorities) Regulations 2015

It was **RESOLVED**: to approve and sign the certificate of exemption form under section 9 of the local audit (Smaller Authorities) Regulations 2015 certificate of exemption form under

section 9 of the local audit(Smaller Authorities) Regulations 2015 as the Parish Councils Gross income and expenditure was under £25,000.00 for 2017/18.

13.3 To consider invoices for Payment

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

Will Clift- Mowing & Strimming (Village Green) £50.00+ vat £10.00

Reimbursement to P Pember £16.31+vat £3.26 (freeola) + fasthost invoice 45073372

£5.38+vat 1.06 fasthost renewal £46.69+ vat £9.34

13.4 To note bac's remittance from Herefordshire Council of 1<sup>st</sup> precept payment for 2016/17 £6075.00 Noted

#### **14.General Data Protection Regulations**

14.1 To consider approval and adoption of General Data Protection Regulation policies

It was **RESOLVED:** to approval and adopt the following General Data Protection Regulation policies and that the policies are put on the website as required

14.1a Personal Data Management & Audit Policy

14.1b Privacy Policy

14.1c Subject Access policy

14.1d General Privacy Policy

14.1e Privacy notice for \* staff, councillors& role holders

#### **15.Correspondence**

15.1To note correspondence received since the last meeting

HALC Information Corner and training - Noted

#### **16 Matters raised for consideration for placing on the next meeting's agenda**

**(no discussion) none**

#### **17. To note date of Next Parish Council meeting 21<sup>st</sup> June @ St Catherine's Church 7.30pm**

Meetings will continue to take place at St Catherine's Church Hoarwithy until September

The October meeting will take place at Ballingham Old School Hall until May 2019

Signed.....

Dated.....

Chairman