

## Minutes of Ballingham Bolstone & Hentland Group Parish Council

### Meeting

Held on Thursday 21<sup>st</sup> June 2018

At St Catherine's Church Hoarwithy 7.30pm

#### **Present**

Chairman, Cllr Simon Harris, Cllr Martin Soble, Cllr Philip Watkins, Cllr Valerie Lilwall, Cllr Henry Rudge, Cllr Pat Fitzpatrick, Cllr Dave Suffins, & Cllr Sherwood Keogh

In attendance: Kath Greenow Parish Clerk, Parish Lengthsman & 2 members of the public

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

Cllr Peter Pember, Cllr John Lyons

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

Non-DPI's were declared by Cllr Valerie Lilwall and Cllr Phil Watkins on agenda item 9.1

#### **3.To agree and sign the Annual Parish Council minutes of 17<sup>th</sup> May 2018**

It was **RESOLVED**: to agree and sign the Parish Council Annual Parish Council minutes of 17<sup>th</sup> May 2018

#### **4.Public forum: Members of the public may raise matters they wish to bring to the attention of the**

**(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 matters raised

#### **5.Reports**

5.1 To receive ward Cllrs report

No ward Cllrs report

#### **6. Lengthsman & P3**

6.1 To receive a report from the lengthsman

No report from Parish Lengthsman. The Clerk reported that the work identified for the lengthsman to attend to at the last meeting had been carried out

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

It was **RESOLVED**: that the lengthsman attend to vegetation on the verge/pavement opposite the pub in Hoarwithy also mowing of the verge at Rocks common (north side), strim around bus stops & road signage as per worksheet LS00993.

It was **RESOLVED**: to obtain a quote from the lengthsman for the repair of the steps at BH9 linking to BH11. It was agreed that the Cllr Rudge would meet with the lengthsman regarding the footpaths. Clerk to advise lengthsman.

6.3 To consider purchase of salt spreader for the parishes

It was **RESOLVED**: to obtain a quote for the purchase of a salt spreader for the parishes. Cllr Suffins would obtain a quote and pass the quote onto the clerk

6.4 To consider locating salt bins on Ballingham Hill,  
It was **RESOLVED**: to site 2 salt bins along Ballingham Hill. Cllr Stuffins would liaise with landowners concerning siting of the grit bins, and report to lengthsman as to where they along Ballingham Hill they are to be sited.

## **7.Highways**

7.1 To consider road issues for reporting to Balfour Beatty.

Cllrs reported that some potholes had been repaired.

The clerk was asked to contact the locality steward to report that the piped ditches are blocked and need jetting at Pear Tree cottage & Poplar cottage Hoarwithy.

## **8.Finance**

8.1 To note bank balance as per bank statement

Bank statement as of 04/06/2018 noted as £17,381.73

8.2 To agree and sign the Certificate of exemption for 2017/18 as gross income or gross expenditure did not exceed £25,000.00

It was **RESOLVED**: to agree and sign the Certificate of exemption for 2017/18

8.3 To note the report from the Internal Auditor for the year ended 31.3.2018

It was **RESOLVED**: to note the internal auditors report the year ended 31.3.2018. No action required

8.4 To agree and sign the Annual Governance Statement for 2017/18

It was **RESOLVED**: to agree and sign the Annual Governance Statement for 2017/18

8.5 To agree and sign Annual Accounting Statements for 2017/18

It was **RESOLVED**: to agree and sign Annual Accounting Statements for 2017/18

8.6 To consider invoices for payment:

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

Insurance renewal £350.00

The Plynlimon trust invoice 4635 £41.00

Helen Roberts Internal Audit Fee £50.00

Reimbursement to P Pember for fast host invoice 45343779 £5.28+vat

Longfield services (lengthsman work) LS00993 £348.90

Longfield services (P3 work) LS00994 £158.96

Will Clift – mowing & strimming of village green at Ballingham £75.00+vat

Clerks reimbursement of postage £10.74

## **9. Hentland with Hoarwithy Parochial Church Council**

9.1 To consider letter from Hentland with Hoarwithy Parochial Church Council requesting the parish councils support concerning HFL grant application for roof repairs to Nave, Ambulatory and West Narthex, improvements to the footpath to the church, upgrading of heating, installation of a hearing aid loop, upgrading of lighting, toilet and kitchen.

It was **RESOLVED**: to support Hentland with Hoarwithy Parochial Church Councils application to HFL for repairs and improvements to the church.

## **10. Planning**

10.1 To note planning permissions granted/ refused since last meeting

The clerk reported she had not received any notifications of planning permissions granted or refused from Herefordshire Council

10.2 To consider commenting on planning consultation 181598 Land at Harewood end Cottage

Proposed demolition of commercial workshop and outbuildings, erection of two story

house with a single storey glazed conservatory link to the existing garage. An extension to the front of existing garage. A vehicular access to the front of Harewood cottage and the erection of a double garage and parking area.

It was **RESOLVED**: that the parish council had No Objections on the application

10.3 To consider commenting on planning consultation 181450-Wye Meadows Hoarwithy, Hereford HR2 6QH

Description: Proposed conversion of and extension to existing granary for ancillary accommodation, external alterations to improve parking

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

### **11. Neighbourhood Development Plan**

11.1 To receive a report on the neighbourhood plan and next steps

The clerk reported that she had received correspondence from Karla Johnson HFDCNDP officer on the completion of regulation 16. The Progression to Examination document has been signed by the Programme Director which will now be sent this off to the examiner through Neighbourhood Planning Independent Examiner Referral service. NPIERS will send HFDC through a choice of Examiners, which will be passed onto the Parish Council for Selection. After this the Examiner will be appointed, the Examiner will check through the plan and attend a site visit. They normally send through questions to clarify any concerns, then they will send through a fact check report. At this stage the Parish and County Council will check through the draft examiners report and highlight any areas that are factually incorrect to the Examiner. The Examiner will then send through their final Examiner's report. This will be published on our website and the referendum will be booked in for the next available date. Timings for this process depends on the Examiner availability, the Examiner and their workload.

### **12. Correspondence**

12.1 To note correspondence received since the last meeting.

All correspondence needing attention had been placed as required on the agenda

### **13 Matters raised for consideration for placing on the next meeting's agenda (no discussion)**

Verge Cutting through the parishes, Ballingham village green – dead tree on the village green, overgrown hedgerows in the parishes

### **14. To note date of Next Parish Council meeting Thursday 19<sup>th</sup> July @ St Catherine's Church 7.30pm - Noted**

Signed.....

Dated.....

Chairman