

# BALLINGHAM, BOLSTONE & HENTLAND

## GROUP PARISH COUNCIL

### Minutes of Ballingham Bolstone & Hentland Group Parish Council Meeting

Held on Thursday 20<sup>th</sup> December 2018

At Ballingham Village Hall - 7.30pm

**Present:** Chairman Cllr Simons Harris, Cllr Martin Soble, Cllr Peter Pember, Cllr Phil Watkins, Cllr Sherwood Keough. Cllr Mike Lowe & Cllr Valerie Lilwall.

**In attendance**

Parish Clerk – Kath Greenow

**1.To receive apologies for absence**

Vice chairman John Lyons, Cllr Henry Rudge, Cllr Dave Suffins & Cllr Pat Fitzpatrick,

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

None declared

**3.To agree and sign the Parish Council minutes of 15<sup>th</sup> November 2018**

It was **RESOLVED:** to agree and sign the minutes of 15<sup>th</sup> November 2018

**4.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 matters raised

**5.Reports**

5.1 To receive ward Cllrs report

No ward Cllr present

**6. Lengthsman & P3**

6.1 To receive a report from the lengthsman

The Chairman advised that the lengthsman had been out in the parish today and had sited the grit bins at the required location.

The lengthsman had informed the Chairman that he would be having an operation shortly and would not be able to attend to any work for about 6-8 weeks.

The clerk advised that there would need to be an annual review of the lengthsman contract in March 2019, which was noted

6.2 To receive a footpaths report from the parish footpaths officer

No new footpaths issues to report. The footpaths officer would be putting up notices along both ends of HN2 to advise of the dangerous footpath due to erosion of it along the river bank. The locality officer for Balfour Beatty had previously been notified and was fully aware of the problem of the footpath and was happy for the notice to be placed along this section of HN2.

6.3 To consider lengthsmen & P3 work to be undertaken by the Lengthsman in the parishes.

No new work identified for the lengthsman. The footpaths officer reported that the gates along HN1 would need looking in the next financial year.

## 7. Commons

8.1 To consider matters relating to Meadow Common

Discussion took place concerning Meadow common and the launching of canoes off Meadow common into the river upstream from Hoarwithy camp site.

It was **RESOLVED:** that the Clerk contacts Helen Beale at Herefordshire Council to seek advice regarding the launching of canoes and The Clerk reports back at the next meeting.

[Clerk to action](#)

## 8. Highways

8.1 To consider road issues for reporting to Balfour Beatty.

There are a number of potholes still in need of repair along the road leading to Hentland Church. These have been marked up, but due to the recent wet weather the markings have all but disappeared. The Clerk advised that she follow up the matter by contacting the locality steward. [Clerk to action](#)

8.2 To consider the course of action relating to over grown boughs encroaching onto the highway at various locations in the parishes.

It was **RESOLVED:** That Cllr Martin Soble to look at the area where overgrown boughs are encroaching onto the highway and report to the locality officer at Balfour Beatty.

[Cllr Soble to action](#)

## 9. Finance

9.1 To note bank balance. Balance noted as £20,328.06

9.2 To consider draft budget for 2019/20 and set the precept for 2019/20

It was **RESOLVED:** to set the budget for 2019/20 and the precept for 2019/20 was set as £12,150.00

9.3 To consider internet banking for the Parish Council

It was **RESOLVED:** that the Clerk contact Nat West concerning internet banking and the process for applying for internet banking

9.4 To receive an update on purchase of defibrillator

The clerk explained that there was no longer funding available for Herefordshire Heart start Towards the purchase of a defibrillator. Ballingham Old School Hall had expressed an interest in the purchase of defibrillators for Hoarwithy and Ballingham.

Cllr Sherwood Keogh offered to contact the Chairman of BOSH to seek further clarity regarding support for a defibrillator.

It was **RESOLVED:** that Cllr Sherwood Keogh contacts the Chairman of BOSH –

[Cllr Keogh to action](#)

Other sites were discussed and Cllr Peter Pember offered to speak with the landlord of The New Harp.

9.5 To consider invoices for payment:

It was **RESOLVED:** to pay the following invoices and Clerks salary for December

A4 Office products ltd ink cartridges £29.13+vat

Ballingham Old School Hall – Hall hire for PC meeting November £20.00

Clerks reimbursement for postage £8.04

Clerk reimbursement for renewal of office 365 £79.99

HMRC paye payment month 9 £52.80

Clerks monthly salary December £210.68

### **10. Neighbourhood Development Plan**

10.1 To receive an update neighbourhood plan and next steps

The Clerk advised that the inspectors final report had been received.

It was **RESOLVED**: to accept the changes that the inspector had requested and that these be attended to by Kirkwells and then sent back to the clerk, which she would then send onto Herefordshire Council. The Clerk would seek clarity on a date for the referendum from Herefordshire Council NDP officer Karla Johnston. The Clerk advised that the PC would need to prepare for the referendum on the NDP possibly by undertaking a leaflet drop. Notices on the parish noticeboards and the PC website would be required to inform Parishioners even if a leaflet drop was not undertaken.

### **11 Correspondence**

11.1 To note correspondence received since the last meeting

The Chairman had sent correspondence to the Clerk from the landlord at The New Harp Inn relating to a land drainage matter. The Clerk advised that she had replied to the landlord of The New Harp to advise that this was not a Parish Council matter but a matter that needed resolving between landowners.

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

### **13. To note date of Next Parish Council meeting Thursday 17th January 2019 @ Ballingham Village Hall 7.30pm**

NDP Referendum preparation

Defibrillator

**A resolution will be passed to exclude the public and press due to a confidential employment matter**

**A resolution was passed to exclude the public and press due to a confidential employment matter**

### **16 Clerks Appraisal**

The Clerks appraisal had been carried out by HALC with the Chairman and the Clerk in attendance at the appraisal meeting. A report had been sent to the Chairman by HALC which was considered by the Parish Council.

It was **RESOLVED**: that the clerk salary is increased to SCP32 at the new NALC PayScale rate for 2018/19 fixed until the next appraisal. The council would carry out a yearly review and appraisal at the end of March 2020

It was **RESOLVED**: that the clerk logs hours that are worked on the website until the end of March before increasing working hours

If the additional two hours per week are required and justified, then we will review before the new financial year begins

It was **RESOLVED**: to arrange an in-house session on commons and code of conduct with HALC

The council have asked for more information regarding the accreditation under the award scheme and HALCS snapshot project to see if this would be beneficial to the council and it

parishioners

It is requested that action items are to be listed in or alongside the minutes as has been done in the past

A running list of items requiring action should be made up and delivered for each meeting

The council are very happy with the work being carried on its behalf

Signed..... Dated.....  
Chairman -