

BALLINGHAM, BOLSTONE & HENTLAND



GROUP PARISH COUNCIL

Minutes of The Annual Group Parish Council Meeting held on
Thursday 16th May 2019
At St Catherine's Church Hoarwithy 7.30pm

Present: Chairman Cllr Simons Harris, Vice Chairman John Lyons,
Cllr Mike Lowe, Cllr Pat Fitzpatrick, Cllr Peter Pember, Cllr Henry Rudge, Cllr Dave
Stuffins, Cllr Martin Soble, Cllr Valerie Lilwall & Cllr Phil Watkins

In Attendance: Kath Greenow Parish Clerk, Ward Cllr David Summers

1.To elect Chairman

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

2.To receive apologies for absence

Cllr Vincent Mercer

The clerk advised that as Cllr Mercer was on holiday his acceptance of office form would need to be prior to the next PC meeting. This was noted by Cllrs

3.To elect vice Chairman

It was **RESOLVED:** to elect Cllr Dave Stuffins as vice chairman

All Cllrs present had duly signed their declaration of acceptance forms, which the clerk was in receipt of.

4 To elect members to following working groups

4.1 Finance working group

It was **RESOLVED:** to elect the Chairman Cllr John Lyons, Cllr Peter Pember & Cllr Phil Watkins as members of the finance working group

4.2 Employment working group

It was **RESOLVED:** not to have an employment working group

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

Cllr Phil Watkins declared a DPI on agenda item 8.3 as it was his company carried out the verge cutting for the Parish Council

Cllrs agreed that Cllr Phil Watkins could remain in the room for the agenda item

6.To agree and sign the minutes of 25th April 2019

It was **RESOLVED:** to agree and sign the minutes of Thursday 25th April 2019 as a true record of the meeting and the Chairman duly signed them

7.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)

The Ward Cllr advised the Parish Council that at present no Council in post at present following the elections on 2nd May 2019

Cllrs asked as to what Balfour Beatty were going to do about the poor state of the road at Hentland, which the ward Cllr said he would help with getting attended to. The ward Cllrs was unable to give an update on the matter.

8. Lengthsman & P3

8.1 To receive a report from the lengthsman

No report from the lengthsman had been received

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

The lengthsman had attended to replacing the footpaths gates along the river.

It was **RESOLVED:** that a parish walk needed to take place with Terry Griffiths regarding maintenance work required on a regular basis. Cllr Martin Soble & Cllr Dave Stuffins would liaise with Terry and a report would be given at the next meeting concerning regular maintenance work required

Footpaths issues were identified as footpath post required at the bottom end of BH7. A stile from the Hentland church area towards the A49 needed inspecting. It was thought that this might be National trust land and the clerk was asked to contact Pengethly Park to seek clarity concerning the landowner, and then contact the landowner to request that the stile is replaced with a self-closing gate.

[Clerk to Action](#)

The area of Rock Common North needed cutting where the seat is.

It was **RESOLVED:** that the clerk contacts the lengthsman to request that it is cut

[Clerk to Action](#)

8.3 To consider verge cutting through the parishes

It was **RESOLVED:** to instruct Watkins contractors carry out verge cutting in the parishes during the first week of June.

[Clerk to Action](#)

9.Highways

9.1 To consider road issues for reporting to Balfour Beatty

The Clerk was asked to contact B/B concerning resurfacing of Hentland road

[Clerk to Action](#)

10. Defib/First Aid Training

10.1 To consider Defib/First Aid Training

The Chairman advised that both cabinets had arrived for the defibs and that a qualified electrician would install and certify the defibs once the cabinets had been fitted. Once fitted the cabinets would need to have a small sign fitted on the cabinets to say property of Parish Council

It was **RESOLVED:** to obtain quote for first aid training from St Johns Ambulance and other suitable first aid providers. Cllr Pat Fitzpatrick & the Chairman would liaise with the Clerk concerning other training providers. Clerk to Action

13.Finance

13.1 To note bank balance noted as: £17219.54 as per bank statement 3rd May 2019

13.2 To agree and sign the Certificate of exemption for 2018/19 as gross income or gross expenditure did not exceed £25,000.00

It was **RESOLVED:** To agree and sign the Certificate of exemption for 2018/19 as gross income or gross expenditure did not exceed £25,000.00

13.3 To note the report from the Internal Auditor for the year ended 31.3.2019

There were not matters raised by the internal auditor

13.4 To agree and sign the Annual Governance Statement for 2018/19

It was **RESOLVED:** To agree and sign the Annual Governance Statement for 2018/19

13.5 To agree and sign Annual Accounting Statements for 2018/19

It was **RESOLVED:** agree and sign Annual Accounting Statements for 2018/19

13.3 To consider invoices for Payment

It was **RESOLVED:** to pay

Will Clift- (Village Green) invoice E557 £105.00+vat

Clerk salary (May) as per contract

Clerks reimbursement for postage £18.40

A4 Office Products Ltd Invoice 202301 £34.80+vat, Invoice 201703 £14.95+vat

15. Correspondence

15.1 To note correspondence received since the last meeting

15.2 HALC Information Corner and training

The correspondence was noted

15.3 To note a letter from The Police & Crime Commissioner for West Mercia and consider completing the Annual Parish Survey.

The letter was noted

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

White Gates at St Owens Cross

Speed issues from Sellack into Hoarwithy

First Aid training quotes

17. To note date of Next Parish Council meeting @ St Catherine's Thursday 20th June 2019 Church 7.30pm Noted

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