

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 4th December 2017**

**Present:** Cllr A Avery      Cllr T Clark      Cllr J Crane      Cllr S Collin      Cllr D Jackson  
                 P James-Moore      Cllr R Layton      Cllr D Tilford      Cllr K Tremain

District Councillor Bruce Baker was in attendance.

Four members of the public were present.

**Introduction**

PCSO Steph Annette was in attendance at the start of the Meeting and reported that power tools had been stolen from the Bell Homes building site at England's Field. Cllr Avery said that he had reported an incident at Hamwyn Joinery some time ago and had received no response. PCSO Annette said that a new company was in operation at the site 24 hours a day, so perhaps what Cllr Avery had seen was normal activity.

1.      **Apologies for Absence.** Apologies for absence were received from Cllr Mitcheson.
2.      **Declarations of Interest.** Cllr James-Moore declared an interest in Item 10.
3.      **Minutes of the Previous Meeting.** The Minutes of the previous Meeting were approved unanimously (Proposer; Cllr Tilford; Seconder; Cllr Clark).
4.      **Matters Arising from the Minutes.**
  - 4.1      **Minute 4.3: PRow Consultation.** The Clerk confirmed that he had responded to the PRow Consultation.
  - 4.2      **Minute 8:** The Clerk reported that he had yet to hear from Mrs Yvonne Coleman at Herefordshire Council as to whether the possible lease or transfer of ownership of the Village Green included the land behind the Surgery, but he doubted that it did.
  - 4.3      **Minute 10: Parish Hall Wayleave Agreement.** The Clerk confirmed that he had signed and returned the Parish Hall Wayleave Agreement to Western Power Distribution.
5.      **Opportunity for Members of the Public to Address the Parish Council.**
  - 5.1      Mrs Gwen Bowden thanked the Parish Council for its work over the last 12 months.
  - 5.2      Mr Kenny Nicolson spoke about the planning application which he had submitted for changes to the design of Plot 2 on land adjacent to Bodenham Manor (see Minute 11 below for description). Mr Nicolson said that the changes were to the outside of the proposed property only. Cllr Tilford spoke about the planning statement which he had prepared, which recommended that the Parish Council make no objection to the application. Cllr Tilford proposed and Cllr Crane seconded that the recommendation be accepted. This was agreed unanimously.
6.      **Road Signs.** Cllr Baker reported that S&A Group had agreed to install additional signs directing drivers to their premises at no cost to the Parish Council. Cllr Crane mentioned that he had arranged a site meeting with Balfour Beatty to discuss the siting of 'gates' on the A417. Cllr Tilford remarked that he had yet to hear from Aymestrey Parish Council about their 'gates'.
7.      **The Village Green.** The Clerk reported that a second quotation had been received for updating the Playground and that a third quotation was still awaited.

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8. **Cutting back outside Broom Cottage.** The Clerk reported that the Locality Steward had asked about cutting the grass outside Broom Cottage and reducing the height of two sycamores to improve visibility at the junction of Chapel Lane and the C1125. The Clerk said that the grass cutting was in the Lengthsman's schedule. After discussion the Parish Council agreed that reducing the height of the sycamores would not improve visibility at the junction.

9. **Precept Sub-Committee Update.** The Clerk reported that the Precept Sub-Committee had identified potential additional expenditure - notably the replacement of the hedge at the junction of Ketch Lane and Millcroft Road - which had led the Sub-Committee to recommend that the Precept be increased from £13,000 to £14,000. This was agreed unanimously (Proposer; Cllr Tilford: Secunder; Cllr Clark).

10. **Finance**

10.1 **Monthly Accounts Statements.** The monthly accounts had been circulated and were accepted (Proposer; Cllr Tilford: Secunder; Cllr Crane). The accounts are attached as Annex A. The Clerk had also circulated the monthly spreadsheet version of the accounts.

10.2 **Outstanding Invoices.** The following invoices were presented for consideration:

- C D Smith (Clerk's expenses: envelopes; printer cartridges)	£16.00
- Rivers Media ('Huddle of Bullocks' poster for information board)	£240.00
- Mrs BA Mitcheson (for benches on the Village Green)	£225.00
- Mrs BA Mitcheson (for BFPG trailer tyres)	£86.00
- Leominster Community Resource Centre (for November and December <i>Newsletters</i> )	£429.25
- Cllr P James-Moore (expenses: printer cartridges)	£14.99

10.3 The payment of the invoices was approved (Proposer; Cllr Tilford: Secunder; Cllr Colin).

11. **Planning**

- 174184: *Land East of Bodenham Manor between Bodenham Cottages and The Orchard Bodenham Herefordshire: Previous planning approval for demolition / removal of sheds and construction of 2 houses. This application seeks to change the design of plot 2 - no demolition works to be undertaken.* See Minute 5.2.

- 174312: *Bodenham Lake Conservation Area: Propose to fell willow tree.* (For ratification only: a 'No objection' response had been sent to Herefordshire Council).

12. **Updates**

12.1 **Bodenham Flood Protection Group.** Cllr Mitcheson had submitted a report, which is attached as Annex B.

12.2 **Parish Hall.** Cllr Layton said that he had nothing to report because the Parish Hall Management Committee had not met since the last Parish Council Meeting.

12.3 **Neighbourhood Plan.** Cllr Mitcheson had submitted a report, which is attached as Annex C.

13. **Correspondence Not Previously Circulated.** Cllr James-Moore said that she had received a letter from The Royal British Legion thanking the Parish Council for its donation.

14. **Other Business (including the District Councillor's Report).**

14.1 **District Councillor's Report.** Cllr Baker reported that:

- the planning application for Ashgrove Croft will be considered by the Herefordshire Council Planning Committee;
- the closure of Church Road has been postponed until the weekend of 9th-10th December at his request;
- a meeting is to be held with representatives of Welsh Water to discuss problems in the Millcroft Road area;
- visibility improvements are being made at the top of God Almighty hill following a recent accident;
- the new Link Road is to open shortly;

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- the route of the proposed Hereford bypass should be determined in the spring;
- Planning Services at Herefordshire Council are now fully staffed, but have a heavy work load;
- income from the sale of Herefordshire Council's smallholdings (c. £23m) is to be ringfenced;
- adjudication is awaited on Herefordshire Council's action against Amey; a repayment of £9m is being claimed by Herefordshire Council;

14.2 Mrs Gwen Bowden asked Cllr Baker about congestion at the junction of the A49 and the A417. Cllr Baker said that the matter was under consideration.

14.3 Cllr James-Moore noted that there were no drop kerbs at the ends of the pavement along the front of the England's Field development or at the corner near to Hamden's joinery.

14.4 Cllr James-Moore asked the Clerk to investigate whether lamppost-mounted boxes of bags for dog waste could be obtained. **ACTION: CS**

14.5 Cllr Jackson said that the builders at the development at Wynmoor had left mud on the road.

15. **Date of the Next Meeting.**

15.1 The next Meetings will be held on Mondays 8th January and 5th February 2018.

15.2 There being no other business, the Meeting closed at 8.40pm.

**November 2017 accounts**

**OPENING BALANCE on 18th OCTOBER 2017 = £38212.42**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
20th October 2017		£37.84	HMRC (Clerk's PAYE)
25th October 2017		£21.75	NPlan room hire
30th October 2017	£51.20		Open Spaces project
31st October 2017		£151.67	Clerk's salary
1st November 2017		£1367.47	Return of unspent NPlan grant
7th November 2017	£230.00		Newsletter advertising (£200) and BFPG (£30)
9th November 2017		£50.00	Footpath Officer
9th November 2017		£1635.00	NPlan consultancy fee
10th November 2017		£34.80	Cllr Mitcheson (NPlan expenses)
14th November 2017		£23.72	Clerk's expenses
14th November 2017		£110.98	Cllr Tilford (NPlan expenses)
<b>TOTALS</b>	<b>£281.20</b>	<b>£3433.23</b>	

**CLOSING BALANCE on 14th NOVEMBER = (£38212.42 + £281.20 - £3433.23)  
= £35060.39**



**BODENHAM FLOOD PROTECTION GROUP REPORT**  
**(4th DECEMBER 2017)**

1. **Summary of the Past Month.** The flood risk over the past month has remained very low. The Millcroft Brook, which had been virtually dry in the early part of October, has recovered somewhat, but the water level in it is still below that to be expected at this time of year.
2. **Monthly Meeting.** The Group's monthly Meeting was held on Tuesday, 28 November and was attended by 18 members. As usual, there will be no Meeting in December and the next Meeting will therefore be at 7.30pm on Tuesday, 30 January 2018 in the Siward James Centre.
3. **External Contacts.**
  - a. A recent article in the *Hereford Times* described how some watercourses in Herefordshire were running dry because of the lack of rainfall earlier in the year and mentioned that research was being carried out at the University of the West of England into the effects of drought and climate change. Readers were encouraged to report on the way that the dry weather was affecting their own local river systems.
  - b. The Chairman therefore wrote to Professor Nevil Quinn at the University explaining what had happened recently to the Millcroft Brook and Professor Quinn replied thanking him for the information and asking for permission to quote it in future publicity. He also enclosed the more detailed article behind the *Hereford Times* piece and said that, being based in the University's Centre for Floods, Communities and Resilience, he was interested in the work of the BFPG. The Chairman responded by offering to provide any further information he required and inviting him to visit the Group if he had an opportunity to do so.
4. **Annual Quiz Night.** The Group's Annual Quiz Night on 24 November was attended by some 40 members and guests and was a very successful and enjoyable occasion, raising just over £251 for the Group's funds. Particular thanks go to Anita Griffiths, who organised the evening, to Tricia, Steve and Felicity Coney, who provided the Quiz, to Tony and Kay Clark who ran the raffle, and to Jeremy and Sheila Schwartz, Nina Dowler, Kathy Tremain and Ann Hartfield who helped with the refreshments.
5. **Annual Coffee Morning.** The next event on the BFPG's social calendar is the Annual Coffee morning, which will be held in the Siward James Centre from 10.00 – 12.00 noon on Saturday, 13 January. Attendance by Councillors will, of course, be most welcome!

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### NEIGHBOURHOOD PLAN REPORT (4 DECEMBER 2017)

As Councillors will be aware, the draft Neighbourhood Development Plan and its ten supporting documents were formally submitted to Herefordshire Council on 10 November for Regulation 16 Consultation. (It is perhaps worth noting that the housing figures given in the Plan are already out of date because planning consent has now been given for another five houses on the land adjacent to England's Gate Inn and this takes our housing numbers above the minimum requirement set by Herefordshire Council's Core Strategy).

Herefordshire Council published the draft Plan on 23 November and the Consultation will continue **until 11 January 2018**. This is an important milestone in the preparation of the Plan because, even though there is still a long way to go before a Referendum is held to decide its fate, from the Regulation 16 stage onwards the draft Plan is deemed to carry some weight in planning terms. In other words some notice will now begin to be taken of what the Plan says when future planning applications are being considered.

Having approved the draft Plan themselves, Councillors will, of course, have no comments to make on it. **However, they are urged to take every opportunity to encourage other local residents to find time to read the Plan and let Herefordshire Council have their views.** The Regulation 16 Consultation is residents' last real chance to influence **THEIR** Plan before it goes on to the final stages of the neighbourhood planning process.

The Plan, its supporting documents, and full details of where and how to submit comments can be found at <https://myaccount.herefordshire.gov.uk/bodenham> . The main documents and a mass of other 'evidence' supporting the Plan can also be found on the Parish Website at <http://www.bodenhamparish.org.uk/evidencebase.asp> .

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