

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 4th February 2019**

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

District Councillor Bruce Baker was also in attendance.

10 members of the public were present.

1. **Apologies for Absence.** Apologies for absence were received from Cllr T Morris and Cllr J Crane.
2. **Declarations of Interest.** Cllrs James-Moore and Layton declared an interest in Agenda Item 6.
3. **Minutes of the Previous Meeting.** Minute 5.2 in the Minutes of the previous Meeting was amended to replace the sentence “Mrs Pugh said that accommodation is needed for their son, who needs to vacate the mobile home he is currently occupying in order to provide accommodation for an employee, who, in turn, is having to vacate rented accommodation on the Vennwood estate.” with the following sentences: “Mrs Pugh said that she and her husband proposed to move into the new house in Dunfield Lane allowing their son and his wife to move from ‘Greenacres’ in Dunfield Lane to Eastfields farmhouse, which is nearer to the calving pens. The vacant bungalow would then be available for a farm employee. Mrs Pugh was then asked about the caravan and mobile home at the farm. She said that the caravan was used by farm employees as a rest/changing room and the mobile home was empty and would be moved, if they obtained the planning permission for the new house in Dunfield Lane.” The Minutes were then approved (Proposer; Cllr Mitcheson: Second; Cllr Tilford).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 4.2: Playground Gate.** Cllr Avery said that the gate had been removed and the new fitting is to be welded on shortly.
  - 4.2 **Minute 4.7: Lengthsman’s Schedule.** The Clerk confirmed that he had provided the Lengthsman with the revised schedule.
  - 4.3 **Minute 6: Adult Exercise Equipment.** Cllr Tremain said that posters advertising the consultation had been posted throughout the village and questionnaires had been made available in the Post Office, at Saffrons Garage and on the Website, but not yet in the *Newsletter*, publication of which had been delayed by technical problems.
  - 4.4 **Minute 8: Dinmore Hill Woods Woodland Management Plan.** The Clerk reported that he had passed the Parish Council’s comments on to the Chairman of the Queenswood and Bodenham Lake Management Committee.
  - 4.5 **Minute 9: Parish Council Summit.** The Clerk reported that he and Cllr Avery had attended the Summit, which had been informative and useful, particularly about Yarpole’s co-ordinated approach to social care, which the Clerk undertook to research and report back about.

**ACTION: CS**
  - 4.6 **Minute 10: Parking at the Post Office and Hair Affair.** Cllr Baker said that he, Cllr Crane, and Mr Simon Hobbs of Herefordshire Council had met on site to consider the problem, where they had been joined by Mr Tony Troia of Bache’s. Cllr Baker said that Mr Hobbs had said, first, that, although parked cars at the site seemed to slow traffic, they cannot

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be parked deliberately for road safety purposes, and, second, that he could supply warning bollards to prevent cars parking next to the wall outside Bache's. Mr Troia agreed to install the bollards. Cllr Baker said that it had also been agreed that the white line in the centre of the road would be removed and replaced by continuous white lines on each side of the road, which would create the impression that the road was narrower than it currently appears. Cllr Tilford suggested that a sign informing people that parking was available on Bache's forecourt be placed by the letter box outside the post office. This was agreed. Cllr Telford said that he would make the sign. **ACTION: DT**

4.7 **Minute 11.2: Spreadsheet.** The Clerk said that, as requested, superfluous blank lines had been removed from the spreadsheet.

4.8 **Minute 15.7: White Lines at the Ketch Lane/Millcroft Road Junction.** The Clerk said that he had reported the matter to Balfour Beatty again. Cllr Baker said that, as a temporary measure, a warning sign had been put up at the junction by the Locality Steward. Cllr Mitcheson added that there was a separate issue at the junction, which was the need for the guard rails above the culverts to be repaired. These had been damaged by a fallen tree and had been reported in October, but the railings had not yet been replaced. Cllr Baker undertook to follow both matters up. **ACTION: BB**

5. **Opportunity for Members of the Public to Address the Parish Council.**

5.1 Mrs Gwen Bowden said that the backing on the noticeboard at Brockington Road was very hard, making it difficult to insert drawing pins. Cllr Clark offered to replace the backing with suitable material. **ACTION: TC**

5.2 Mrs Bowden commented that on the A470 in Wales the speed limit signs are illuminated which makes them much more visible. She wondered whether such signs could be installed on the A417 in Bodenham. Cllr James-Moore suggested that Mrs Bowden write to Herefordshire Council about this.

5.3 Mrs Bowden also commented that cars parked in Brockington Road next to the playground were frequently causing an obstruction. It was agreed that this was simply due to thoughtlessness by the drivers concerned.

5.4 Mrs Eileen Watson said that parking near the Post Office was still problematic. Cars were being parked next to the newly installed bollards, which meant that they were further out in the road than before.

5.5 Ms Helen Batchelor spoke about planning application 184607 (*Redbridge Cottage: Proposed replacement dwelling with garage and extension to residential curtilage*), having first circulated an explanatory document about it. Cllr Tilford, who had prepared a planning statement, said that he had not realised initially that some of the existing property was rendered. He was unsure whether the application met Planning Policy RA3 and whether all the proposed works would be contained within the existing curtilage. Cllr Baker said that he thought that the planning officers would be flexible, especially if the proposed building was further from the road than the existing one. Cllr Tilford also queried the removal of some hedgerow. Ms Batchelor said that little or no hedge would be removed. Cllr Tremain asked whether pre-application advice had been sought. Ms Batchelor said that, because there was a 12-week delay in obtaining such advice, no advice had been sought. Cllr Tilford proposed and Cllr Clark seconded that the Parish Council should make no objection to the application. This was agreed unanimously.

6. **Grain Store Operating Times.** Referring to the complaint about lorries arriving and leaving the grain store at unsociable hours - sometimes in the middle of the night - Cllr Baker said that he had established that there was no legal restriction on such movements. Cllr Tilford suggested that the complainant should keep detailed records - with photographs and/or sound recordings, if possible. The Clerk said that the complainant had sent a list of dates and times when the lorry movements had occurred. Cllr James-Moore suggested that this list be sent to Mr Simon Wells, the grain store manager. Cllr Baker added that he would contact the Environmental Health Officer at Herefordshire Council for advice. **ACTION: CS and BB**

7. **Crime Prevention Officer.** The Clerk had circulated a flier from Mr Paul Crumpton, the Rural and Business Crime Officer at West Mercia Police, offering to talk to parish councils about

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crime prevention. The Clerk was instructed to invite Mr Crumpton to do so. It was suggested that Thursday was the best day in the week in terms of parish hall bookings and that a date in late March would be most appropriate.

**ACTION: CS**

8. **White Lining on the C1125.** See Minute 4.6 above.

9. **Duke of Edinburgh Award Volunteer.** The Clerk explained that he had circulated an offer by the son of a local resident to pick litter on a regular basis as part of his Duke of Edinburgh's Award, but that several councillors had queried the practicality of the offer, especially in terms of safety and supervision. Cllr Mitcheson said that the proposal was that the volunteer should spend one hour a week for three months on litter picking. He suggested, however, that, if this could be varied to another time and activity, attendance on BFPG working parties, when they re-commence in April, might meet the requirements of the Award. The Clerk was instructed to contact the volunteer about this and Cllr James-Moore said that she would speak to the volunteer's parents to indicate the Council's support, but concern about the safeguarding aspects of the proposal.

**ACTION: CS and PJ-M**

10. **Finance**

10.1 **Monthly Accounts Statements.** The Clerk reported that the monthly bank statement had been circulated, as had the monthly accounts and spreadsheet. He explained the details of the accounts, which were then approved (Proposer; Cllr Tilford: Second; Cllr Tremain) and are attached as Annex A.

10.2 **Spreadsheet.** The Clerk presented the spreadsheet and explained the details thereof.

10.3 **Outstanding Invoices.** The following invoices were presented for payment:

- C D Smith (Clerk's expenses: printer cartridge)	£7.00
- Siward James and Arkwright Trust (room hire for PC meetings)	£60.75

10.4 The payment of the outstanding invoices was approved (Proposer; Cllr Tilford: Second; Cllr Clark).

11. **Planning.** The following planning applications were presented for consideration:

- 174285 and 174286: *Planning Appeals at Land Adjacent to Brockington Hall.* Cllr Tilford said that, although the original objection made by the Parish Council to the application would be included in the appeal documents, he recommended that the Parish Council should reiterate its objection and add additional points to it, among which were that, firstly, the Bodenham NDP had been adopted since the refusal of the planning application and, secondly, that the Inspector would have to take the NDP into account, even though Herefordshire still did not have a 5-year land supply in place. He added that there were also errors in the appellant's statement, which should be pointed out to the Inspector. Cllr Tilford said that he would revise a letter he had drafted and pass it to the Clerk to be added to the appeal documentation.

**ACTION: DT and CS**

- 184607: *Redbridge Cottage: Proposed replacement dwelling with garage and extension to residential curtilage.* See Minute 5.5 above.

- 184638 and 184639: *Broadfield Court: Proposed raised floor and works to existing openings in Grade 2 listed barn to create a wedding ceremony space, and formation of new openings and alterations to existing openings in adjacent single storey barn, which is to be used as an event space.* Cllr Tilford outlined the proposal, to which a 'No objection' response was agreed.

- 190132: *Bridge Cottage: Proposed works to 1 x Bradley Apple Tree - medium pruning, 2 x Hazel shrubs/trees - coppice to ground level - potential damage to greenhouse.* A 'No objection' response was agreed to this application.

12. **Updates**

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

12.2 **Parish Hall.** Cllr Layton said that he had nothing new to report.

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13. **Correspondence Not Previously Circulated.** The Clerk reported that no correspondence had been received, which had not been circulated previously.

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

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

- Herefordshire Council is considering two options for its 2019-20 budget;
- a planning application for the construction of polytunnels in the Ocle Pychard Group Parish has been approved by Herefordshire Council;
- the appeal against the refusal of planning permission to convert the Lamb Inn at Stoke Prior into a private dwelling has been rejected.

14.2 Cllr James-Moore said that she and Cllr Mitcheson had separately visited the playground and had found that the grass approach to the playground was very muddy and needed to be replaced by a harder surface. Cllr Collin suggested that slabs would be suitable; Cllr Layton suggested that plastic mesh or concrete paving would be appropriate; Cllr Mitcheson suggested that a concrete path with an imbedded gravel surface might be the best solution. It was agreed that Cllr Collin would obtain a quotation from Mr Fisher of Ullingswick and that Cllr Mitcheson would obtain a quotation from Mr Derek Pritchard.

**ACTION: SC and TM**

14.3 Cllr Collin reported that suspicion has been aroused about a white Vauxhall Astra van, which has been seen around Bodenham. Cllr Baker urged residents to be vigilant and to call 101, if necessary.

14.4 Cllr Clark reported that Bodenham Lake Management Committee is no longer holding regular meetings, but instead will use email updates and will hold an annual meeting.

15. **Dates of the Next Meetings.**

15.1 The next Meetings are on 4th March, 1st April and 13th May (Annual Meetings).

15.2 There being no other business, the Meeting closed at 9.00pm.

**January 2018 accounts**

**OPENING BALANCE on 18th DECEMBER 2018 = £44263.72**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
20th December 2018		£56.76	HMRC (Clerk's PAYE)
20th December 2018		£30.00	Parish Hall (BFPG quiz night) room hire)
20th December 2018	£360.00		Newsletter advertising
21st December 2018	£485.00		Solar Farm payment
31st December 2018	£40.00		Moto Media (Newsletter advertising)
30th November 2018		£227.50	Clerk's salary
8th January 2019	£130.00		Newsletter advertising
14th January 2019		£32.48	Clerk's expenses
14th January 2019		£268.80	Website hosting and domain name registration
14th January 2019		£30.00	Litter pick room hire
14th January 2019		£1200.00	Parish Hall grant
15th January 2019		£292.00	Lengthsman's invoice 44
16th January 2019	£30.00		BFPG donation
<b>TOTALS</b>	<b>£1045.00</b>	<b>£2137.54</b>	

**CLOSING BALANCE on 16th JANUARY = (£44263.72 + £ 1045.00- £2137.54 ) = £43171.18**



**BODENHAM FLOOD PROTECTION GROUP REPORT**  
**(4 FEBRUARY 2019)**

1. **Summary of the Past Month.** Happily, for yet another month the weather has been such that the risk of flooding has been negligible.
2. **Monthly Meeting.** On Tuesday, 29 January twenty members attended the Group's first monthly Meeting of 2019.
3. **River Wye and Lugg Natural Flood Management Project.**
  - a. The 'Launch' of the Natural Flood Management Project took place at the Siward James Centre on the evening of Wednesday, 23 January and was attended by about 35 local residents, including some BFPG members.
  - b. It took the form of a series of presentations by Mr Steve Hodges and Mrs Bethany Lewis from Herefordshire Council, Mr Andrew Osbaldiston from the Environment Agency and Ms Kate Speke-Adams from the Wye and Usk Foundation, with Mr Tom Jolley from the Foundation also present. These talks generated a lot of interest and, following a question and answer session, those present were given the opportunity to meet the team members and to fill in forms expressing their interest in contributing to the Project.
  - c. The BFPG supported the event by distributing flyers and posters in the weeks leading up to it and also by providing free refreshments at the Launch itself.
  - d. The Project attracted further publicity in the form of a half page article in *The Hereford Times* of Thursday, 17 January, which included a photograph of BFPG members in action in the Millcroft Brook. The Chairman was also interviewed by Ms Claudia Berry of BBC Hereford & Worcester on Tuesday, 22 January and parts of the interview were broadcast on the morning of Thursday, 24 January. A short video also appeared on BBC Hereford & Worcester's Facebook page with clips featuring Mr Jack Hopkins of Lower Hope Farm, Ullingswick and Mrs Bethany Lewis, but, perhaps fortunately, cutting out at the start of the interview with the Chairman.
4. **Culvert Replacement Update.**
  - a. Cllr Tremain asked for an update on the proposed replacement of the Millcroft/ Ketch Lane culverts and of the culvert in the Orchard Close drainage system. Councillors will recall that Herefordshire Council tasked Balfour Beatty Living Places (BBLP) with producing

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designs for both projects and that these have been published, However, no decision has yet been taken on how, or by whom, the projects will be implemented.

b. In the case of the Millcroft/Ketch Lane culverts, Cllr Price from Herefordshire Council has visited the site and, indeed, suggested that the BBLP designs could be improved by a total re-alignment of the culverts to avoid any form of curve in the watercourse which would slow its flow and thus create the risk of silt being deposited in the channel. However, the cost of any replacement scheme will probably be in the region of £250,000 and will require a partnership funding approach involving a number of agencies in addition to Herefordshire Council. Cllr Price has promised to take the issue away and work towards its resolution, but has made it clear that this will require time and patience.

c. Turning to the replacement of the culvert in the field to the West of Orchard Close, BBLP have produced a design and it is understood that Mr Pugh, the landowner, has agreed to the proposed scheme subject to certain conditions. However, both BBLP and the River Lugg Internal Drainage Board, who constructed the Orchard Close system in 1999/2000 under contract to Herefordshire Council, have both indicated that they have no interest in, or responsibility for, taking the project any further, even if the Parish Council contributed to its funding. There, for the moment, the matter rests.

d. Cllr Baker has kindly offered to investigate both the schemes for the Group and to report back on them.

### 5. **Social Calendar.**

a. **The Annual Coffee Morning.** The Annual Coffee Morning on Saturday, 19 January 2019 at Siward James was very well attended and most successful, raising £389.00 for the Group's funds. Thanks are due to all those who supported the event, to the team who ran the various stalls, and especially to Liz Davies for yet again organising the occasion.

b. **Future Events.** The possible dates and venues for the Group's other annual social events in 2019 were briefly discussed. It was agreed that the Bonfire Party should be held on Saturday, 12 October at Millcroft Farm and the Quiz Night on Friday, 29 November, but the date of the Barbecue remain to be decided.

K.A.M.