

BODENHAM PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING AT THE SIWARD JAMES
CENTRE AT 7.30 PM ON MONDAY, 11th JUNE 2012****Attendance**

Cllr Derek Ling (Chair)
 Cllr Bob Clarke
 Cllr Stan Davis
 Cllr Denis Jackson
 Cllr Pam James-Moore
 Cllr Tony Mitcheson
 Cllr Jeff Pollard
 Cllr Rhian Powell

Mr Chris Smith (Clerk)

CSO Steph Annette
 Sergeant Matt Fawkes

8 members of the public were present.

ITEM	ACTION
<p><u>INTRODUCTION</u></p> <p>1. CSO Steph Annette was in attendance and reported that there had been little criminal activity recently, although vacant properties in Bromyard had been targeted. She advised residents to be vigilant. CSO Annette introduced Sgt Fawkes to the meeting, who asked to be contacted on any matter, however small: he would judge how to respond. Sgt Fawkes commented that areas are targeted for a while, but then new areas are targeted. He reported that thefts of catalytic converters had dropped, perhaps because arrests had been made in Ledbury related to this.</p>	
<p><u>AGENDA ITEM 1 – APOLOGIES</u></p> <p>2. Apologies were received from Cllrs Knott and Millar.</p>	
<p><u>AGENDA ITEM 2 – DECLARATIONS OF INTEREST</u></p> <p>3. No declarations of interest were received.</p>	
<p><u>AGENDA ITEM 3 – MINUTES OF THE PREVIOUS MEETING</u></p> <p>4. Cllr James-Moore proposed and Cllr Davis seconded that the Minutes be accepted. The Minutes were then approved unanimously.</p>	
<p><u>AGENDA ITEM 4 - MATTERS ARISING FROM THE MINUTES</u></p> <p>5. Agenda Item 6: Museum on the Move: Possible Visit. Cllr Ling reported that he had written to St Michael's School about this, but had not received a reply. Cllr Ling said that he would contact the School again.</p> <p>6. Agenda Item 9: Playground Ropes Renewal. The Clerk reported that he had written to Mr Robert Parker accepting his quotation for the renewal of the playground ropes and that Mr Parker had the work in hand.</p> <p>7. Agenda Item 10: Lengthsman Scheme and Grass Cutting. Cllr James-Moore asked for the scope of works given to the lengthsman and the lengthsman's invoices to be circulated. The Clerk reported that he had invoiced Amey for the first quarterly payment for the lengthsman, but the payment had not been received. The Clerk was instructed to contact Amey about this.</p> <p>8. Agenda Item 11: Telephone Kiosk Adoption. The Clerk reported that he had placed an item in the <i>Newsletter</i> asking for suggestions for the future use of the telephone kiosk, but that no suggestions had been received. Cllr Mitcheson explained that the publication of the <i>Newsletter</i> had been delayed, because the Editor had been experiencing computer problems. Cllr Ling reported that St Michael's School had expressed an interest in putting children's pictures in the kiosk. Cllr Powell said that the School would have to judge the risk and effects of pictures disappearing. It was agreed that the School should be offered the opportunity to put</p>	<p>DL</p> <p>CS</p>

children's pictures in the kiosk. It was also agreed that Cllr Pollard would investigate how the pictures could be displayed and that Cllr Ling would liaise between Cllr Pollard and the School.

JP/DL

AGENDA ITEM 5 – MATTERS RAISED BY MEMBERS OF THE PUBLIC

9. Mrs Liz Davies asked about the arrangements for cleaning the bus shelters. Cllr Ling said that no arrangements were in place. It was agreed that the Clerk would ask the lengthsman to clean the bus shelters.

CS

10. Mrs Babs Mitcheson said that she had seen the Hunt's hounds in Millcroft Road under complete control. Mrs Gwen Bowden said that she had seen the hounds, too, and that any mess had been cleaned up quickly. The Clerk was instructed to thank the Hunt and to request a timetable for the walking of the hounds during the summer months. Cllr Ling reported that he and the Clerk had been invited to the Hunt's Puppy Show, but neither he nor the Clerk could attend. Cllrs Powell and Jackson agreed to represent the Parish Council in their place.

CS

RP/DJ

11. Mr Tony Clark reported that the lights at Saffrons Garage and at England's Gate were very bright and were left on all night, thus affecting residents in Millcroft Road. Cllr Ling suggested that the angle of the lights could be adjusted. The Clerk was instructed to request this.

CS

12. Mr Clark reported that slats were missing in the playground railings. The Clerk was instructed to ask the lengthsman to attend to this.

CS

13. Mr Clark reported that the buses had caused damage to the field entrance near the C1121's bridge over the Moor Brook. The Clerk reported that an Amey representative on the Parish Walk had said that Amey would restore the field entrance, if Mr Pugh supplied materials. The Clerk was instructed to write to Mr Pugh and to ask the bus company not to use the field entrance.

CS

14. Mr Clark asked about a request which had been made for a 'No Fly Tipping' notice for Smeadal Lane. The Clerk was instructed to follow up the request.

CS

15. Mr Clark asked about the blocking of a stile and footpath in Bowley Lane. Cllr Ling then declared an interest, because the stile and footpath are on his land. The chair was taken by Cllr Mitcheson. Cllr Ling said that the path had been used with his permission by one resident of the Isle of Rhea, Mr Terry Dukes, who had been given a key to Cllr Ling's field gate. Cllr Ling said that since he had lived in Bowley Lane the path had not been used on a regular basis by anyone else. Mrs Brenda Richardson stated that she had used the path once with the Bodenham Ramblers, but did not know whether permission had been granted. Cllr Ling asked whether the footpath was a public footpath. Mr Clark said that the path had been used as a footpath for 20 years. Cllr Ling said that he had been told by Herefordshire Council that the path was not a Public Right of Way. Cllr Powell asked whether Herefordshire Council knew that the path had been used for 20 years. Cllr Ling said that the green lane between Isle of Rhea and Bowley Lane had not been used for some time and had been filled in a year ago. Cllr Powell said that it had taken 20 years to re-open the bridleway between Bodenham and Preston Wynne and that the green lane blockage at Isle of Rhea should be addressed. Cllrs Clarke and Mitcheson suggested that the Parish Footpaths Officer should be asked to call a meeting of all interested parties and that Herefordshire Council should be asked to put in writing their understanding of the matter. The Clerk was instructed to do this. Cllr Ling said that he was proposing to hold a meeting with Herefordshire Council and he invited Isle of Rhea residents to attend.

CS

AGENDA ITEM 6 – MUSEUM ON THE MOVE: POSSIBLE VISIT

16. This item was covered earlier: see Minute 5.

AGENDA ITEM 7 – FLOODING IN FIELD AT REAR OF ORCHARD CLOSE

17. Cllr Mitcheson explained that after Orchard Close had been flooded in 1998, Herefordshire Council had improved the drainage system between the Close and the Moor Brook. It had employed the River Lugg Internal Drainage Board (RLIDB) to carry out the work on its behalf and the RLIDB had also agreed to flail-mow the ditches annually thereafter. Although Herefordshire Council had subsequently failed to maintain the system, the Bodenham Flood Protection Group (BFPG) had stepped in and done what it could to keep the watercourse clear. However, the system included a culvert in the form of a length of pipe which had now become silted up and which was too narrow for the BFPG to clean. In addition, there was a stretch of the ditch which needed to be dug out, a task which was also beyond the Group's capabilities.

18. Cllr Mitcheson went on to explain that in 2010 Mr Martin Jackson on behalf of Herefordshire Council had accepted in correspondence with Cllr Keith Grumbley that the drainage system, including the pipe/culvert, was Herefordshire Council's responsibility. However, when Amey Herefordshire, acting for Herefordshire Council, had recently been asked by the Parish Council to clean the culvert, Mr Martin Jackson had contacted the Clerk to say that,

in his opinion, this was not Herefordshire Council's responsibility.

19. It was agreed that the Clerk should write to Herefordshire Council asking it to accept responsibility for the drainage system, as it had done before, and to carry out the maintenance work already mentioned, after which the BFPG would do its best to continue keeping the system clear. Cllr Mitcheson agreed to assist the Clerk with the letter to Herefordshire Council.

CS/TM

AGENDA ITEM 8 – VACANCY ARISING FROM RESIGNATION OF CLLR

WRATHALL

20. Cllr Ling reported that Cllr Wrathall had resigned due to pressure of work and that there was, therefore a vacancy on the Parish Council. The Clerk was instructed to write to Mrs Wrathall to thank her for her services as a councillor. The Clerk was also instructed to advertise the vacancy on the parish noticeboards and in the *Newsletter*. It was agreed that the deadline for applications or nominations would be mid-July and that the matter would be considered at the August meeting.

CS

AGENDA ITEM 9 – CONDITION OF BODENHAM LAKE

21. A letter about the condition of Bodenham Lakes from Mr Paul Johnson had been received and circulated. Cllr Ling called for comments. Cllr James-Moore said that the matter would be considered at the next meeting of the Queenswood and Bodenham Lakes Panel. Cllr Ling suggested that the Clerk should write to the Panel saying that, after considering Mr Johnson's letter, the Parish Council was concerned and would appreciate a response from the Panel in due course.

CS

AGENDA ITEM 10 - FINANCE

22. **Monthly Accounts Statements:** Cllr Ling presented the monthly accounts statements, which were accepted and are included as Annex A.

23. **Invoices Paid since the Previous Meeting:** The Clerk reported that the following invoices had been paid since the previous meeting:

-Bodenham Parish Hall (Jubilee expenses)	£350.00
- St Michael's School (commemorative mugs)	£100.00

24. **Outstanding Invoices:**The Clerk reported that the following invoices had been received. It was agreed that the invoices should be paid.

- Leominster Community Resource Centre(Newsletter printing)	£366.80
- Siward James and Arkwright Trust (BFPG room hire)	£13.50
- Siward James and Arkwright Trust (PC room hire)	£126.00
- Clerk's expenses	£31.00
- DC Gardening Services (Lengthsman)	£235.00

25. Cllr Davis said that it had been agreed at the Annual Parish Meeting that the grant to the Church could be raised, if the Church could offer reasons to justify this. Cllr Davis said that the grant was needed to maintain the 'closed' area of the churchyard, which currently cost £1,650 per annum. Cllr Mitcheson asked for clarification of what was meant by a 'closed' area. Cllr Clarke said that he understood that in this instance 'closed' meant closed for further burials. It was proposed by Cllr Mitcheson and seconded by Cllr Clarke that the Parish Council should pay half of the present annual cost of maintaining the 'closed' area of the churchyard, subject to the Clerk ascertaining from Herefordshire Council what the legal position of this matter was.

CS

26. Cllr Ling commented that the opportunity to justify an increased grant also applied to the Parish Hall. Cllr Jackson said that he was unable to supply figures at this time, because the accounts for the Parish Hall were with the auditor.

AGENDA ITEM 11 - UPDATES

27. **Parish Plan:** Cllr Ling reported that two quotations for printing the plan had been received and that he was seeking quotations for the action plan.

28. **Bodenham Flood Protection Group:** Cllr Mitcheson gave a report on the activities of the Group, which is included as AnnexB.

29. **Parish Hall:** Cllr Jackson reported that the jumble sale held at the Parish Hall on 12th May had raised £544 and that the Diamond Jubilee Celebration held on 3rd June had raised £875 with expenditure of £737. Cllr Jackson thanked the Parish Council for its donation of £350 for the Diamond Jubilee Celebration. He also thanked the members of the committee and the volunteers who had helped in the preparations for both events

AGENDA ITEM 12 – CORRESPONDENCE NOT PREVIOUSLY CIRCULATED

30. The Clerk reported that he had received no correspondence which had not been circulated.

AGENDA ITEM 13 – OTHER BUSINESS (including District Councillor’s**Comments)**

31. Cllr Millar did not provide a report, having given his apologies for his absence.
32. Cllr Powell asked about the planning application for Lower Holbatch Farm. The Clerk said that no decision about the application had been posted on the Herefordshire Council website.
33. Cllr Powell asked about the slurry pit on the boundary between Bodenham and Marden. The Clerk said that no planning application had been submitted.

AGENDA ITEM 14 – DATE OF NEXT MEETING

34. The next Meeting will be held in the Siward James Centre at 7.30pm on Monday, 2nd July 2012.

The meeting ended at 9.01pm

ANNEX A

BALANCE AT 5 APRIL 2012	BALANCE AT 18 APRIL 2012	
LLOYDS	5228	5228
TOTAL BALANCE	5228	5228
INCOME		
ADVERTISING	742	742
VAT		
REFUND	0	0
CAR PARK LOAN	0	0
COMMUNITY PLAN	0	0
PRECEPT	4890	4890
FLOOD GROUP	0	0
TOTAL INCOME	5632	5632
EXPENSES		
CAR PARK LOAN	0	0
COMMUNITY PLAN	0	0
CHURCH GRANT	0	0
CLERK SALARY	151	151
CLERK EXPENSES	0	0
CAR PARK	0	0
INSURANCE	0	0
WEBSITE	0	0
NEWSLETTER	0	0
FLOOD GROUP	0	0
ADVERT	0	
HALL RENTAL	0	0
BIN STICKERS	0	0
PLAYGROUND INSPECTION	0	0
AUDIT	0	0
PARISH HALL GRANT	0	0
BUNTING	0	
GRASS CUTTING	0	
OAK POSTS	0	
BRITISH LEGION GRANT	0	0
ELECTION EXPENSES	0	0
SID	0	0
HANDRAIL	0	0
TOTAL EXPENSES	151	151
BALANCE AT 11 APRIL	10709	10709
CHEQUES RAISED NOT BANKED		
SCHOOL	100	
JUBILEE	350	
TOTAL	450	

686

CHEQUES/INCOME NOT BANKED

0

TOTAL

0

BALANCE

10259

INVOICES AWAITING APPROVAL

FLOOD GROUP 14

PC ROOM HIRE 126

NEWSLETTER 367

CLERK EXPENSES 31

LENGTHSMAN 235

TOTAL 773

BALANCE

9486

REPRESENTATION OF ACCOUNTS

LADYCLOSE ORCHARD 158

FLOOD GROUP 1777

COMMUNITY PLAN 0

PARISH COUNCIL 7551

FUTURE COMMITTED EXPENDITURE

COMMUNITY PLAN 750

GRASS CUTTING 610

CLERK SALARY 152

COMMUNITY PLAN PROJECTS 0

TOTAL 1512

FUTURE INCOME

COMMUNITY PLAN 750

PRECEPT 4890

LENGTHSMAN 315

TOTAL

REMAINING FUNDS

11994

BODENHAM FLOOD PROTECTION GROUP REPORT
(11 JUNE 2012)

“Project Bodenham” Update.

1. The Project is now virtually complete. Until recently there was one remaining issue over the provision of protection to the rear of a house close to the Millcroft Brook and whether or not this could be funded from within the Environment Agency grant. I am pleased to report that Amey Herefordshire have agreed that the flood protection barrier in question will be provided within the scheme and this is now in hand.
2. The final inspections of the flood protection equipment installed around the Village will take place this Friday (15 June) and the property owners concerned have been informed.

ITV’s *Tonight* Programme.

3. As expected, the Group featured in ITV’s *Tonight* programme about ‘weird weather’ which was broadcast on 17 May 2012 and, in fact, by appearing at the end – if not, as the climax - of the 24 minute show received rather fuller coverage than we had anticipated.

The Orchard Close Drainage System.

4. Following the flood on 9 April 1998, during which a number of houses in Orchard Close were damaged, Herefordshire Council initiated improvements to the poorly maintained watercourse draining the Close, from the point immediately West (downstream) of the Close across Mr Pugh’s field to the Moor Brook. This work involved re-sectioning the channel and installing a culvert under the entrance to an adjacent field and, although the system was outside the River Lugg Internal Drainage Board’s area of responsibility, it was undertaken by the Board on behalf of the Council. It was also informally agreed that the Board would flail-mow the open parts of this drainage system channel annually in conjunction with its work on the Moor Brook.
5. The whole purpose of this system is flood relief and, because it was installed by Herefordshire Council (acting through the Internal Drainage Board), it is incumbent on Herefordshire Council to maintain it properly. Failure to do so will place the houses in Orchard Close at risk. Notwithstanding this, Mr Martin Jackson at Amey Herefordshire has in the past (2010) claimed that maintenance of the drainage system is not Herefordshire Council’s responsibility and Mr Keith Grumbley, who was then our District Councillor, took up the issue with him on behalf of the Flood Protection Group. This was particularly in relation to the culvert which was becoming silted up and which is too long and too narrow for the BFPG to tackle.
6. The outcome of Cllr Grumbley’s intervention was an admission by Mr Jackson in May 2010 that he monitored the system (a strange action for someone who claimed to have no responsibility for it), but, more specifically, that Amey “would normally deal with the culvert”. However, in August 2010 he reported that he had inspected the system and considered that the reason the culvert was silted up was that the bed of the ditch downstream from it was too high and that, if this was lowered, the culvert would be flushed by water coming down the system. Cllr Grumbley strongly disputed this, but there, in

the absence of any work by Amey, the matter rested. In practice, the informal arrangement has subsequently been that the Internal Drainage Board has flailed the vegetation along the ditch once a year, the BFPG has cleared and sprayed the ditch itself, and we have continued to look to Amey to maintain the culvert.

7. In April this year as part of its regular maintenance programme the BFPG spent two sessions working on the Orchard Close drainage system. In the process it was noted that the culvert was still silted up and therefore likely to increase the risk of flooding to the Close. On 13 April the Parish Clerk was therefore asked to contact Amey with a request that they clear the pipe. In due course (8 June) Mr Jackson reported that he had inspected the culvert on 15 May and that:

a. While there was, indeed, silt in it, this was, in his opinion, a consequence of the difference in levels between the culvert and the downstream section of ditch. He repeated his view that, if Mr Pugh lowered the level of the ditch, this would assist the clearance of the culvert. (Although Mr Pugh, as the riparian owner, would normally have responsibility for the watercourse, in this case Herefordshire Council installed the drainage system and should take responsibility for it).

b. In any case it was his judgement that “the silt in the pipe has no impact on the flood risk in Orchard Close”. (This begs the question of why Herefordshire Council went to all the trouble and expense of installing the system in the first place).

c. He did “not have any evidence that the pipe, and hence the clearance, is the responsibility of Herefordshire Council.[he could not] see why the Council should install and take on responsibility for a structure that is away from the highway and does not have any flood risk function for the general public”. (He added that a major factor in the 2007 flooding of Orchard Close was blocked drains in the Close itself, a point which is not in dispute and which is irrelevant to the issue of the culvert).

8. From this it would appear that we are back to ‘square one’. In 1998 Herefordshire Council installed a drainage system to protect Orchard Close from flooding which they are now refusing to maintain. As in so many other places around Bodenham, BFPG volunteers have stepped in and done all the Council’s work for them apart from the one aspect which is beyond their capability, the clearance of the culvert. All that the Group is asking is that the Council:

- a. Accept its overall responsibility for the drainage system, and specifically for the culvert.
- b. Carry out the work necessary to correct the level of the ditch in relation to the culvert.
- c. Clear the culvert, after which the BFPG will do their best to keep it clear.

9. The Parish Council is asked to raise the issue with Amey Herefordshire in these terms.

Equipment.

10. Some time ago the Group bought two petrol water pumps for use in emergencies. These have now been tested and we are in the process of purchasing additional hoses to improve their capability. In future one pump will be kept in Orchard Close, where the risk of flooding is probably greatest, and the other will be stored at Millcroft Farm.

Monthly Meeting.

11. Our most recent monthly meeting was held on 29 May. The main subjects were the state of 'Project Bodenham' and the Group's plans for the future. The latter include:

- a. The holding of an exercise to test the flood precautions funded by the Environment Agency grant.
- b. The development of a formal emergency plan.
- c. In the longer term fund-raising and other work to secure the replacement of the Ketch Lane culverts.

Working Parties.

12. Working Party sessions were held on:

- a. Friday, 25 May when we completed clearance work on the ditch along Ketch Lane.
- b. Friday, 8 June when we began clearing the Millcroft Brook upstream of Millcroft Farm.

K.A.M.