

BODENHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING AT THE SIWARD JAMES CENTRE AT 7.30 PM ON MONDAY, 2ND APRIL 2012

Attendance

Cllr Robin Knott (Chair)
Cllr Stan Davis
Cllr Dennis Jackson
Cllr Pam James-Moore
Cllr Tony Mitcheson
Cllr Jeff Pollard
Cllr Rhian Powell
Cllr Katy Wrathall

Cllr Jeremy Millar (District Councillor)

Mr Chris Smith (Clerk)

8 members of the public were present.

ITEM	ACTION
<p><u>AGENDA ITEM 1 – APOLOGIES</u></p> <p>1. Apologies were received from Cllrs Clarke and Ling.</p> <p><u>AGENDA ITEM 2 – DECLARATIONS OF INTEREST</u></p> <p>2. No declarations of interest were received.</p> <p><u>AGENDA ITEM 3 – MINUTES OF THE PREVIOUS MEETING</u></p> <p>3. The Minutes were then approved unanimously.</p> <p><u>AGENDA ITEM 4 - MATTERS ARISING FROM THE MINUTES</u></p> <p>4. Minute 6: Grit Bins. The Clerk reported that he had been informed by Amey that all the requested grit bins would be installed in late September or early October.</p> <p>5. Minute 8: Quotations for Playground Maintenance. Cllr Pollard reported that he had not heard from Mr Pritchard about obtaining a clear specification for the maintenance of the playground. Cllr Davis reported that Mr Robert Parker had installed the original ropework and had agreed to find a restorer or new supplier. It was agreed that this item would be referred to the next meeting.</p> <p>6. Minute 9: Dog Fouling. The Clerk reported that he had recently written to the Chairman and the three Joint Masters of the North Herefordshire Hunt. It was agreed that this item would be referred to the next meeting.</p> <p>7. Minute 10: Roadside Damage. The Clerk reported that the bridleway sign now pointed in the right direction, but the ‘Road Narrows’ sign was still reversed. The Clerk further reported that Wincanton Logistics had undertaken to inform their drivers not to use the lower half of Chapel Lane.</p> <p>8. Minute 13. Adoption of the Telephone Kiosk. This item is dealt with under Agenda Item 9 below.</p> <p>9. Minute 15: Diamond Jubilee: Gift for Children. The Clerk reported that</p>	<p>May agenda</p> <p>May agenda</p>

Stoke Prior Parish Council is proposing to give commemorative mugs to all children attending Stoke Prior primary school and to all other children of primary-school age in their Parish: this latter group are to be identified by word of mouth and an item in the Stoke Prior newsletter. Cllr Millar reported that the gift is to be funded jointly by Stoke Prior School and Stoke Prior Parish Council.

AGENDA ITEM 5: OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE PARISH COUNCIL

10. Mrs Liz Davies reported that dog fouling had occurred on the parking area outside Bodenham School. Mrs Davies suggested that people visiting Bodenham might be to blame. It was agreed that the Clerk would obtain the phone number of the dog wardens for Mrs Davies and would insert an item in the Bodenham *Newsletter* reporting the problem and asking for car numbers of people whose dogs were fouling to be obtained.

CS

11. Mrs Ronnie Parker asked about the proposed new noticeboard near the Surgery. The Clerk reported that a second quotation would be obtained.

CS

12. Mr Paul Johnson raised the issue of the planning application for Upper Holbatch Farm. Accordingly, Cllr Knott agreed to bring forward discussion of this application from Agenda Item 10. Mr Johnson reported that the development would result in an increase in heavy traffic in a narrow lane with no passing places. Cllr Knott said that other such applications had been required to install passing places. Cllr Powell said that another resident had expressed concerns about access and the additional heavy traffic. Mr Johnson reported that the application did not contain an ecology report and that planning notices had not been displayed for the required 21 days. Mr Johnson added that the Holbatch Lane is part of the Three Rivers Ride and crosses the new bridleway. Cllr Wrathall noted that the application did not contain an impact assessment. Cllr Knott noted that the proposed development would almost double the size of the existing building. It was agreed that Bodenham Parish Council had no objections to a new building, but questioned the scale of the proposed development, the access and increased heavy traffic, and the absence of an impact assessment.

AGENDA ITEM 6: NEIGHBOURHOOD PLANNING TRAINING

13. It was agreed that the Clerk would circulate details again of the Neighbourhood Planning Training days, for which four places were available. Cllrs James-Moore, Knott and Powell offered to attend. Cllr Mitcheson said that he would attend, if no one else wished to.

CS

AGENDA ITEM 7: DIAMOND JUBILEE: GIFT FOR CHILDREN

14. Cllr Knott reported that Bodenham Parish Council had been asked to contribute towards giving each child in Bodenham of primary-school age a commemorative mug. It was proposed by Cllr Wrathall and seconded by Cllr Jackson that:

- the Parish Council would contribute 50% of the cost
- all primary school children in Bodenham would be given a mug
- the Clerk would include an item in the *Newsletter* asking for the names of Bodenham children who do not attend Bodenham School
- Cllr Ling would liaise with Bodenham School.

CS

This was agreed unanimously.

DL

AGENDA ITEM 8: LENGTHSMAN SCHEME

15. Cllrs Mitcheson, Pollard, Powell and the Clerk had met with representatives of Amey – Mrs Jo Davies and Mr Brian Butler - who had reported that the work they do in Bodenham would continue and that two-thirds of the parishes in Herefordshire were

members of the Lengthsman Scheme. Cllr Powell proposed and Cllr Mitcheson seconded the motion that the Parish Council should join the Lengthsman Scheme. This was agreed unanimously. Cllr Mitcheson proposed that a sub-group should be created to oversee the operation of the Scheme, which would be administered by the Clerk. It was agreed that Cllrs Clarke, Knott, Mitcheson and Pollard should form the sub-group.

AGENDA ITEM 9: TELEPHONE KIOSK ADOPTION

16. The Clerk reported that he had spoken to BT and that the cost of adopting the telephone kiosk was £1. Cllr James-Moore proposed and Cllr Powell seconded the motion that the telephone kiosk be adopted, which was agreed unanimously. Cllr Pollard offered to “resurrect” the kiosk, after it had been adopted. The Clerk was instructed to expedite the purchase of the kiosk.

CS

AGENDA ITEM 10: PLANNING APPLICATIONS

17. The following planning applications had been received:

- **N120769/FH: Maund Cottage, Watery Lane: Proposed new chimney stack.** Cllr Wrathall proposed and Cllr James-Moore seconded that this application should be supported. This was agreed unanimously.
- **N120674/F: Upper Holbatch Farm: Steel portal frame grain store and lambing shed.** This application was discussed earlier – see Item 12.

AGENDA ITEM 11: FINANCE

18. The monthly accounts, prepared by Cllr Ling and attached at Annex A, were discussed. Cllr Davis proposed and Cllr James-Moore seconded that the accounts be accepted. This was agreed unanimously.

19. Cheques amounting to £70 for *Newsletter* advertising were passed to the Clerk.

20. Cheques were raised for the following amounts:

- Amey Wye Valley Ltd. (adhesive stickers)	£19.80
- Leominster Community Resource Centre (<i>Newsletter</i> printing)	£319.70
- BFPG (U Bend Toilet Plugs)	£604.80
- Mr David Griffiths (grass cutting/planting flower beds)	£601.00

AGENDA ITEM 10: UPDATES

21. **Parish Plan.** Cllr Mitcheson reported that the final version of the Parish Plan had been produced and that Cllr Ling had volunteered to obtain quotes for printing the report.

22. **Bodenham Flood Protection Group.** Cllr Mitcheson gave a report on the activities of the Bodenham Flood Protection Group over the past month which is attached at Annex B.

23. **Parish Hall.** Cllr Jackson reported that, because there had been no meeting of the Parish Hall Committee, there was no report for him to give.

AGENDA ITEM 11: CORRESPONDENCE NOT PREVIOUSLY CIRCULATED

24. The Clerk reported that no items of correspondence had received, which had not been circulated previously.

AGENDA ITEM 12: ANY OTHER BUSINESS, INCLUDING DISTRICT COUNCILLOR'S REPORT

25. Cllr Millar gave a report, which is attached as Annex C.

26. Cllr Davis reported that Bodenham Church will hold a Festival service at 3.30pm on 1st July and that, after the service, refreshments would be provided.

27. Cllr Jackson reported that the Diamond Jubilee Working Party had met and had made some initial planning decisions, which had involved some expenditure.

Accordingly, Cllr Jackson asked for £100 to support this. Cllr Mitcheson seconded this motion, which was agreed unanimously.

AGENDA ITEM 13: DATE OF NEXT MEETING.

28. The next Meeting will be held in the Siward James Centre on Monday, 14th May 2012. The Meeting will include the Annual Parish meeting and the Annual Parish Council Meeting and will start at 7pm.

The Meeting ended at 9.05pm.

Annex A

BALANCE AT 5 APRIL		BALANCE AT 17 FEBRUARY
LLOYDS	4147	6805
TOTAL BALANCE	4147	6805
INCOME		
ADVERTISING	2176	120
VAT REFUND	1686	0
CAR PARK LOAN	750	0
COMMUNITY PLAN	0	0
PRECEPT	8150	0
FLOOD GROUP	1159	0
TOTAL INCOME	13921	120
EXPENSES		
CAR PARK LOAN	1500	0
COMMUNITY PLAN	551	0
CHURCH GRANT	1050	0
CLERK SALARY	1635	121
CLERK EXPENSES	333	16
CAR PARK	1020	0
INSURANCE	610	0
WEBSITE	240	0
NEWSLETTER	1466	0
FLOOD GROUP	939	618
ADVERT	0	
HALL RENTAL	196	0
SOCIETY OF COUNCIL CLERKS	0	
PLAYGROUND INSPECTION	53	0
AUDIT	504	0
PARISH HALL GRANT	800	0
BUNTING	26	
GRASS CUTTING	0	
OAK POSTS	842	
BRITISH LEGION GRANT	50	0
ELECTION EXPENSES	61	0
SID	45	23
HANDRAIL	189	189
TOTAL EXPENSES	12110	967
BALANCE AT 15 MARCH	5958	5958
CHEQUES RAISED NOT BANKED		
PC ROOM HIRE	63	
TOTAL	63	

CHEQUES/INCOME NOT BANKED	
	0
TOTAL	0
BALANCE	5895
INVOICES AWAITING APPROVAL	
BIN STICKERS	20
NEWSLETTER PRINTING	320
FLOOD GROUP	605
TOTAL	945
BALANCE	4950
REPRESENTATION OF ACCOUNTS	
LADYCLOSE ORCHARD	158
FLOOD GROUP	1294
COMMUNITY PLAN	16
PARISH COUNCIL	3482
FUTURE COMMITTED EXPENDITURE	
COMMUNITY PLAN	750
GRASS CUTTING	610
CLERK SALARY	152
COMMUNITY PLAN PROJECTS	0
TOTAL	1512
FUTURE INCOME	
COMMUNITY PLAN	750
TOTAL	750
REMAINING FUNDS	2720

BODENHAM FLOOD PROTECTION GROUP REPORT
(2 APRIL 2012)

1. **“Project Bodenham” Update.**

a. I mentioned at our last Meeting that since Christmas I had become increasingly concerned at the apparent lack of progress in installing flood protection equipment funded by the Environment Agency Grant. By late December most of the eligible properties had been finished, but several houses still remained to be done and the deadline of 31st March for completion of the Project was rapidly approaching.

b. As I told you, I asked our District Councillor, Cllr Jeremy Millar, to arrange a meeting with the Watchkeeper-in-Chief at Amey Herefordshire, Ms Ruth Kinsella. This took place on 23rd February and Mr Martin Jackson was also present since he is responsible for running the Project at Amey.

c. At the Meeting I was able to express our concerns, well supported by Cllr Millar, and Mr Jackson responded with a lengthy description of what Amey had been doing, although little of this seemed relevant to the present situation. The outcome of the Meeting had been that, having heard both sides, Ms Kinsella had promised to investigate further and meanwhile it was agreed that Mr Jackson would send every property owner on the project list a progress report to reassure them that all was well.

d. That was the situation when I last reported to the Parish Council. It then took Amey 14 days to produce drafts of the letters. We eventually received them on 8th March, corrected them and sent them back the following day. As simple progress reports the letters were acceptable and at that point we expected them to be posted on or about 13th March and for residents to receive them around 15th March. However, on 16th March, with no sign of the letters, we received an e-mail from Mr Jackson apologising for the delay and saying that the letters would be out “in a couple of days”.

e. When nothing had happened by 22nd March, we wrote again to Mr Jackson pointing out that it was now nearly a month since the 23rd February Meeting. This prompted an immediate apology from Ms Kinsella and a reply from Mr Jackson that he hoped the letters would now go out on 26th March.

f. Mr Jackson also attached what he described as an ‘overview report’ summarising the state of the Project as a whole. That ‘report’ confirmed that the Environment Agency have agreed that the deadline of 31st March no longer applies and that the outstanding work can be done in the new financial year. Unfortunately, the ‘report’ also contained a number of incorrect statements about the properties where works have yet to be completed. We therefore immediately wrote back to Mr Jackson pointing these errors out and copied this not only to Ms Kinsella, but also to the Environment Agency.

g. Some of the long awaited letters have arrived over the last few days, but disappointingly they contain all the errors which we had gone to such trouble to correct in the drafts. Even more frustratingly some of the letters relating to the properties with works still outstanding have not yet appeared. Furthermore, even the letters which have been received contain wording hedged around with caveats about costs, about the need for yet more surveys, and about the possibility that there may be insufficient funding available. Since the Environment Agency have provided all the necessary funding for the works in question, and bearing in mind that the suppliers, UK

Flood Barriers, have long had all the measurements and other details needed to provide costings and to proceed with the installations, the delay by Amey remains quite inexplicable. We can only hope that they will now finally get their act together.

2. **UK Flood Barriers Shopping List.** We have asked members of the Group, as well as other local residents who are not covered by the Environment Agency Grant, whether they would like to purchase flood protection equipment, such as toilet bungs, privately. The hope is that, by placing a bulk order with UK Flood Barriers, we will obtain a discount on the normal retail price. We have had an encouraging response from residents and have placed an order.
3. **Purchase of Loppers.** We have recently purchased five Fiskars heavy duty loppers to add to our range of watercourse clearance tools.
4. **Monthly Meeting.** Our most recent monthly meeting was held on 27th March. The main issue for discussion was the delay in the completion of 'Project Bodenham'.
5. **Working Parties.** The first Working Party session of the season was held last Friday (30th March) when some 20 members spent an hour clearing debris from the drainage system in Mr Pugh's field which takes water from Orchard Close to the Moors Brook. The next session will be 13th April when we will continue work in the same area.

K.A.M.

District Councillor's Report

In this month's Report:

- **Hereford Futures**
- **Tourism**
- **Enterprise and Culture - news**

- **Hereford Futures**

As many of you will have seen from recent media coverage, the Hereford Futures Contract is going through the final stages of agreement.

A number of stores are lining up to be part of the biggest retail development Hereford city has seen.

As well as a multiplex cinema there will be major new stores, and a number of cafes and smaller shops.

The smaller footprint of the site now being developed means more car parking will be available than originally planned.

At present 70% of Herefordshire retail spend is outside the county. The new shops and facilities in Hereford city will help redress this and make our city and county more sustainable and attractive for shopping and leisure.

- **Tourism**

The Food Festival (formerly held at the race course), will be held this year on 28th and 29th October in High Town, The Shire Hall, Cathedral Close and Castle Green. It will be free to enter with Mary Berry (cake baking fame) and Stephen Gates (children's' cook) attending.

The Flavours of Herefordshire Awards which celebrate food and tourism will be held next January. Categories include best butcher, young chef, food and drink, gourmet and simply Herefordshire food, best window display, and best steak. Local businesses involved with visitors, tourism, or food are encouraged to take part. More details will be available later.

Wyevale nurseries have agreed that on the side of their lorries which travel nationally they will advertise "visit Herefordshire"

- **Enterprise and Culture - news**

Community Libraries

Last month Eardisley was the eighth community library to be established since the withdrawal of the mobile library service last year.

Armed Forces Community Covenant

Herefordshire Council is developing this scheme which aims to support ex members of the Armed Forces in the community.

Arts Grants

A £60k arts grant is being distributed across the county to 11 organisations.

Enterprise Zone

Since the new Herefordshire Enterprise Zone was announced, over 40 enquires have been received from both locally and internationally.

Please let me know if you want more information about any of these schemes.

If you need to contact me please either email me on jmillar2@herefordshire.gov.uk or phone me on 07767 441003, and I'll get back to you as soon as I can.

Jeremy Millar
District Councillor, Hampton Court Ward
April 2012