

**BODENHAM PARISH COUNCIL**

**Minutes of a Meeting of BODENHAM PARISH COUNCIL  
Held on Monday, 4<sup>th</sup> October 2010 at the Siward James Centre at 7.30 p.m.**

**Present:** Cllr Avery, Cllr Clark, Cllr Davis, Cllr Herbert, Cllr Ling, Cllr Mitcheson, Cllr Mullenger and Cllr Tilford.  
Cllr Grumbley was also in attendance.

Six members of the public were present at the start of the Meeting.

1. **Apologies for Absence.** Apologies for absence were received from Cllrs Knott and James-Moore.
2. **Declarations of Interest.** Cllr Clark declared an interest with respect to Item 10 (Planning – The Old Police House – DMN/102119/FM). Cllr Tilford stated that Cllr Clark could speak on this item, but could not vote on it.
3. **Minutes of the Previous Meeting.** The Minutes of the Council’s Meeting on 6<sup>th</sup> September 2010 were approved and signed, after Annex A – referred to in Item 11.1 – had been added.
4. **Matters Arising.** There were no Matters Arising from the Minutes.
5. **Progressing Outstanding Issues.**
  - 5.1 **Damage to the Ancient Cobbled Pavement and Mounting Block Outside the Church.** Cllr Tilford reported that Mr Crispin Hack would repair the mounting block without charge, as promised, but that he was very busy at the moment.
  - 5.2 **Highway Defects – Church Road Re-surfacing and Protection of Grass Verges.** Cllr Tilford reported that 8 invitations to quote for the work had been sent out by the Clerk on 30<sup>th</sup> September. To date one verbal quote has been obtained.
  - 5.3 **Road Safety.** As at 4<sup>th</sup> October 2010 there was no information as to when the road markings at the Ketch Lane/Millcroft Road Junction would be repainted. **It was agreed that the issue should be raised on the next ‘parish walk’ on 24 November 2010.**
  - 5.4 **Speeding Traffic on the A417.** A reply is still awaited from the Highways Authority as to what measures might be taken. **It was agreed that this matter should also be raised on the next ‘parish walk’.**
  - 5.5 **Road Safety – SID Deployment and Other Traffic Calming Measures.** The SID has been purchased from Traffic Technology Ltd and its mounting pole from Amey. It will be delivered on 6<sup>th</sup> October 2010 and Cllrs Tilford, Clark, Mitcheson and Mullenger will be trained in its use at the same time.
  - 5.6 **Provision of a Handrail for the Footpath Adjacent to the Southern End of The Green.** Amey have said that the slope is insufficient to justify the installation of a handrail. Cllr Tilford suggested that the Parish Council should consider it as one of their projects. Cllr Davis asked whether planning permission would be needed. Cllr Tilford said that Council approval would be needed.

- 5.7 **Ownership of the Parish Car Park.** Cllr Tilford noted that there was nothing further to report on this issue which was proceeding.
- 5.8 **A417 Footpath Extension near England's Gate.** Cllr Ling had spoken to the owner of England's Gate, who is happy for the Parish Council to proceed with the footpath extension. **It was agreed that the Clerk would contact Mr Lee Jones at Amey to mention this and also to refer to the onsite discussions which took place between him and Cllrs Tilford, Clark, Ling and Mitcheson in July 2009. Mr Jones would be asked to progress the matter.**
- 5.9 **Parish Website.** See Item 11.2 below.
- 5.10 **Community-Led Plan (CLP).** See Item 11.1 below.
- 5.11 **Bus Shelter Roofs.** Cllr Ling reported that Mr Peter Watson has conducted a survey and has listed the faults with the existing shelters. He is very concerned about the structures generally and that replacing the roofs would not solve all the problems. In his view, complete replacement is necessary. This would allow the shelters to be resited. Because of the need for a full technical survey, the Clerk had requested from Mr Mark Wright at Amey a copy of Amey's survey, but the person who conducted the survey was on leave. **It was agreed that the Clerk would obtain quotes for replacement shelters from Hillend Sawmills and Littlethorpe of Leicester. He would also ask Mr Wright to conduct a site visit and provide further advice.**
- 5.12 **England's Gate - Part Demolition and Restoration of Listed Malting Barn.** Cllr Tilford reported that Mr Mark Tansley had reported that the owner of England's Gate was only required to store the materials for later re-use. The Hereford Enforcement Officer is to check that this condition has been met. **It was agreed that this item be closed.**
- 5.13 **Unauthorized Signage on Public Roads.** Cllr Ling commented that it was very difficult to differentiate between acceptable and unacceptable signs. Cllr Grumbley made a distinction between signs on public land and signs on private land. **It was agreed that the issue should be raised at the Parish Walk.**

## 6. Issues Raised by Members of the Public.

- 6.1 Mr Nicolson referred to the absence of cats' eyes on a stretch of the A417. Cllr Tilford commented that Amey gave priority to 'A' roads. **It was agreed to raise this issue at the Parish Walk, if nothing has been done by then.**
- 6.2 Mrs Veronica Parker asked about the ownership of the land on the south side of the village green. Cllr Tilford reported that Hereford Council owns all the land.
- 6.3 Mrs Parker also asked about the culvert under Millcroft Road. Cllr Mitcheson reported that Mr Faulkner, Consultant Hydrologist commissioned by Amey, has surveyed the culvert and that Mr Martin Jackson of Amey has agreed to talk to the BFPG, but no date has been arranged, because the survey has not progressed through all its stages. Cllr Tilford commented that proposals to divert the culvert were originally put forward in the 1970s.

## 7. Planning

- 7.1 **The Old Police Station: 2-storey rear extension: DMN/102119/FM.** Cllr Tilford reported that the proposer had discussed the proposal with neighbours, one of whom had no objection

to the proposal. Another neighbour was thought likely to have no objection. **It was agreed that Bodenham Parish Council has no objection to the proposal.**

7.2 **Gritt Farm: Pig finishing house: DMN/102186/F. It was agreed that Bodenham Parish Council has no objection to the proposal.**

7.3 **Brockington Hall: Lofted 4-bay garage: DMN/102189/FH.** Cllr Mitcheson commented that the proposed siting is in a rather prominent position. Cllr Grumbley was also concerned about the siting. Cllr Tilford reported that there are three existing garages at Brockington Hall and that planning permission for a fourth had been granted, but has now lapsed. He questioned the functional need for a fourth garage. Cllr Tilford had drafted a note about the proposal, which was circulated. **It was agreed to put a revised version of the note into the reply to Herefordshire Council and to object to the intrusive position of the proposed garage.**

7.4 **The Fox, Marden: Steel framed double garage/workshop, etc.: DMS/102309/F. It was agreed that no comment would be made on the proposal.**

## 8. Finance

8.1 **Monthly Accounts Statements.** Cllr Ling had found and corrected a small imbalance in the accounts. He reported that income had been received from the precept and from Bodenham Newsletter advertising. Cllr Tilford asked when the second instalment of Community-led Plan income (£750) was due. Cllr Mitcheson said that it could be requested now. Cllr Tilford also asked whether the budgeted figure of £3049 would be met. Cllrs Ling and Mitcheson said that the main expenditure had gone through and that the budget would be met. The statement of accounts was approved and is attached as Annex A.

8.2 **2011/12 Precept Setting.** The request for the 2011/12 precept is due by 31<sup>st</sup> December. All Councillors are requested to contact the Clerk with any requests, in order that a draft can be prepared for the November meeting.

8.3 **Proposed Purchase of Multi-Function Printer for Use by the Clerk.** It was agreed that a printer could be purchased up to a sum of £150. The printer would remain the property of the Parish Council.

8.4 **Reimbursement of Clerk's Expenses.** It was agreed that expenses of £26.21 would be reimbursed.

8.5 **Outstanding invoices.** Cllr Tilford reported that seven new invoices had been received. Cheques were raised for the following amounts:

External audit	£334.88
Clerk's expenses	£26.21
Bodenham Parish Hall	£108.00
Siward James and Arkwright Trust	£5.00
Mrs B Mitcheson	£50.00
ABC Print	£493.51
David Harris	£34.86

9. **Remembrance Day Service 14<sup>th</sup> November: Parish Council Representative and Possible Donation to The British Legion in Lieu of a Wreath.** Cllr Tilford asked who would represent Bodenham Parish Council at the Remembrance Day Service on 14<sup>th</sup> November. Cllr Mitcheson

agreed to represent the Parish Council. Because the wreath is still in good condition, **it was agreed to send a donation for £50 to The British Legion.**

10. **PROW BM13: Letter from Amey re. Drainage Implications.** Martin Jackson of Amey had replied to Bodenham Parish Council's concerns about drainage in Orchard Close. He stated that this is the responsibility of the householders. An amendment to PROW BM14 was also noted. The amendment leads to the extinguishment of a further section of the footpath through the garden of Wynmoor.
11. **Updates.**
- 11.1 **Community-led Plan.** Cllr Ling reported that the questionnaires had now been developed. They cover all the major topics which were identified at the CLP Weekend. They are now being printed and will be delivered shortly – with collection 10-14 days later. It is hoped that the response rate will be quite high. Cllr Tilford commented that data analysis would be a major task. He expressed the hope that Herefordshire Council could support this task.
- 11.2 **Parish Website.** Cllr Mitcheson reported that a list of changes was awaiting the completion of the CLP questionnaires.
- 11.3 **Bodenham Flood Protection Group.** The working party finished clearing the watercress from Millcroft Brook in the area of Millcroft Farm on Friday, 17th September. On Friday, 1st October the working party started strimming both banks of Millcroft Brook between Brockington Road and the C1125 and also cleared the watercress from this area. The area in front of the flap valve on the North side of the brook at Brockington Road bridge was cleared of rubbish and silt. The last planned working party evening for this year will take place on Friday, 15th October. The group and guests will be holding their Bonfire Night at 6pm at Millcroft Farm on Saturday, 23rd October.
12. **Correspondence.** No correspondence had been received that had not already been circulated by the Clerk.
13. **Other Business** (including District Councillor's Comments).
- 13.1 Cllr Grumbley reported that Herefordshire Council was awaiting the outcome of the Comprehensive Spending Review, but that cuts were already being made. For example:
- Responsibility for bus shelters were being handed over to parish councils.
  - Bus services were under threat.
  - Children's' Services have issued 40 redundancy notices.
  - Tourist Information Centres are being relocated, unless local councils fund them.
- However, the cuts will be made over a number of years.
- 13.2 Cllr Davis raised the issue of installing a slide in the playground. Mrs F White of Herefordshire Council has inspected the site and has agreed that there is sufficient space for a slide. Cllr Mitcheson has a slide, but it would need supports or a bank. Cllr Tilford reported that there is a supplier in Sutton, who could fit a slide to the multi-slider. Cllr Davis was asked to provide a figure for inclusion in the precept.
- 13.3 Cllr Ling reported that the Parish Hall are committed to Flicks in the Sticks and have received Lottery funding to purchase their own equipment. Further work is being done to tidy up the car park.

13.4 Cllr Tilford reported that the owner of England's Gate Inn has complained about the school bus service parking on the front edge of the Inn car park. He proposed that Bodenham Parish Council should write to the bus company to formally request that buses do not draw up on the England's Gate Inn car park, but stop on the road instead. **It was agreed that the Clerk should write to the bus company to this effect.**

13.5 Cllr Tilford reported that a 4-drawer filing cabinet has been recovered from the previous Parish Clerk and was now located in the Parish Hall Boiler Room.

14. **Date of Next Meeting.**

14.1 There being no other business the Meeting ended at 9pm.

14.2 The next Meeting of the Parish Council will be held on 1<sup>st</sup> November at 7.30pm.

	CUMULATIVE	AUGUST
<b>BALANCE AT 5 APRIL</b>		<b>BALANCE 17 AUGUST</b>
LLOYDS	23769	11547
BANK OF IRELAND	5660	0
<b>TOTAL BALANCE</b>	<b>29429</b>	<b>11547</b>
 <b>INCOME</b>		
BANK OF IRELAND	5660	
ADVERTISING	1024	300
VAT		
REFUND	5864	
PARISH HALL LOAN	15374	
COMMUNITY PLAN	750	
PRECEPT	8150	4075
FLOOD GROUP	270	
<b>TOTAL INCOME</b>	<b>37092</b>	<b>4375</b>
 <b>EXPENSES</b>		
CAR PARK LOAN	750	
COMMUNITY PLAN	960	
BANK OF IRELAND	5660	
CLERK SALARY	468	151
CLERK EXPENSES	275	
CAR PARK	39548	
CHURCH LANE SIGNS	151	
LAND REGISTRATION	251	
INSURANCE	573	
WEBSITE	200	
NEWSLETTER	1072	
FLOOD GROUP	493	
ADVERT	57	
COUNCIL HALL RENTAL	61	
MESH SAND BAG CAGE	165	
SOCIETY OF COUNCIL CLERKS	66	
SIDS	5312	5312
PLAYGROUND INSPECTION	52	52
<b>TOTAL EXPENSES</b>	<b>56114</b>	<b>5515</b>
<b>BANK ACCOUNT 14 SEPTEMBER</b>	<b>10407</b>	<b>10407</b>

**CHEQUES RAISED NOT BANKED**

0

**TOTAL****0****CHEQUES/INCOME NOT BANKED****TOTAL****0****BALANCE****10407****INVOICES AWAITING APPROVAL**

PLAN HALL RENTAL

108

PLAN PRINTING

493

PLAN EXPENSES

34

FLOOD GROUP

55

**TOTAL****582****BALANCE****9825****REPRESENTATION OF ACCOUNTS****LADYCLOSE ORCHARD****158****FLOOD GROUP****1124****COMMUNITY PLAN****-95****PARISH COUNCIL****8543****FUTURE COMMITTED EXPENDITURE**

WEBSITE

300

COMMUNITY PLAN

1405

PARISH HALL GRANT

800

**TOTAL****2505****FUTURE INCOME**

COMMUNITY PLAN

750

**TOTAL****750****REMAINING FUNDS****6788**