

BODENHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING AT THE SIWARD JAMES CENTRE AT 7.30 PM ON MONDAY, 5TH MARCH 2012

Attendance

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

Cllr Jeremy Millar (District Councillor)

CSO Steph Annette

Mr Chris Smith (Clerk)

7 members of the public were present.

ITEM	ACTION
<p><u>INTRODUCTION</u> CSO Annette reported that there had been a few thefts in and around Bodenham. Suspicious vehicles had been seen and there had been some touting for scrap. Members of the public should report anything suspicious on the new 101 number. CSO Annette also reported that one local and one non-local driver had been caught speeding on the C1125 and would be prosecuted.</p> <p><u>AGENDA ITEM 1 – APOLOGIES</u> 1. Apologies were received from Cllrs Clarke and Powell.</p> <p><u>AGENDA ITEM 2 – DECLARATIONS OF INTEREST</u> 2. No declarations of interest were received.</p> <p><u>AGENDA ITEM 3 – MINUTES OF THE PREVIOUS MEETING</u> 3. Minute 6 was amended to read Mrs Iris Evans – not Mrs Iris Watson. Cllr James-Moore then proposed and Cllr Knott seconded that the Minutes be approved. The Minutes were then approved unanimously.</p> <p><u>AGENDA ITEM 4 - MATTERS ARISING FROM THE MINUTES</u> 4. Minute 6: Modifying the Rail by the Village Green. The Clerk reported that the rail had now been modified. 5. Minute 7: Overgrown Hedge. The Clerk reported that he had written to the owners of Green Gables about the hedge at the front of their property, which obscures the view of oncoming buses. 6. Minute 8: Grit Bins. The Clerk reported that grit bins had been requested for the vicinity of the Siward James Centre and the Surgery, near to the Railway Inn and</p>	

near to the Church. The Clerk was asked to request that grit bins be installed in Chapel Lane and near to The Forge.

CS

7. **Minute 9: Work Being Undertaken near 2 Railway Cottages and on the Construction of a New Slurry Pit.** Cllr Millar reported that he had spoken to Sandy Kinnersley at Herefordshire Council, who had reported that some aspects of the site would need planning permission and that no application had yet been received. Cllr Millar also reported that no planning application had been received for the slurry pit, the site of which straddles the Bodenham/Marden boundary. Cllr Millar said that planning permission would only be granted if removal of the spoil from the construction of the slurry pit was included in the planning application.

8. **Minute 10: Quotations for Playground Maintenance.** The Clerk reported that quotations had been requested from two contractors, but no replies had been received. Mr Derek Pritchard had advised that he needed a clearer specification. Cllr Pollard offered to liaise with Mr Pritchard about this. Cllr Davis offered to contact Mr Robert Parker to establish the identity of the supplier of the rope work which needs to be replaced.

JP/SD

9. **Minute 11: Dog Fouling.** The Clerk reported that the North Herefordshire Hunt had been contacted again, but no reply had been received. The Clerk was instructed to contact the Joint Masters and the Chairman of the Hunt.

CS

10. **Minute 15: Roadside Damage.** The Clerk reported that he had contacted Amey about the reversed bridleway and 'Road Narrows' signs and had reported the damage to the bus stop. The Clerk further reported that he had met with representatives of First Milk about the large milk tankers using the lower half of Chapel Lane and had been advised that the tankers were operated by Wincanton. The Clerk was instructed to contact Wincanton and to report again the damaged and reversed signs.

CS

11. **Minute 28: Noticeboards.** The Clerk reported that new noticeboards had been installed in the bus shelters.

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

12. Mrs Liz Davies reported that black waste sacks had been dumped on the village green. Cllr Pollard agreed to remove the bags.

JP

13. Mrs Gwen Bowden asked about the phone box near England's Gate. She reported that the door cannot be closed. Cllr Mitcheson said that the Parish Council does not own the phone box. Cllr Ling said that he understood that it would cost £1 to buy the phone box and £250 to disconnect it. The Clerk was instructed to check previous Parish Council Minutes relating to the phone box and to include this as an item on the Agenda for the next Meeting.

CS

14. A member of the public asked about the Diamond Jubilee celebrations. Cllr Ling said that the Parish Council would support any projects. Mrs Mary Nickols said that a group of Bodenham residents would like to do something towards the celebrations, but would like the group to be led by the Parish Council. It was agreed that a sub-group of the Parish Council would be formed to progress this. Cllrs Clarke, Pollard and Jackson agreed to form the sub-group. Cllr Davis agreed to check with the Church about its plans for the Sunday of the Diamond Jubilee weekend, which would appear to be the best day for any activity organized or supported by the Parish Council.

BC/DJ/JP

SD

AGENDA ITEM 6: DIAMOND JUBILEE: GIFT FOR CHILDREN

15. Cllr Ling reported that he had received a request from Bodenham School for support from the Parish Council for a commemorative mug (cost £2.15) to be given to 100 children at the School. Cllr Ling commented that not all the children at the School live in Bodenham and that there are children living in Bodenham, who do not attend the

School. In order to identify these children the Clerk was instructed to insert an item in the April *Newsletter* and to contact the Hope-under-Dinmore and Stoke Prior parish clerks. Cllr Ling agreed to check with Bodenham School as to the numbers of children.

CS
DL

AGENDA ITEM 7: LENGTHSMAN SCHEME

16. Cllr Ling reported that details of the funding of the scheme were now known. Cllr Wrathall asked whether there is a list of what Amey do in Bodenham at present and whether it is known what work they will not do, when the lengthsman scheme is in operation. Cllr Millar remarked that generally the lengthsman scheme was implemented in parishes very successfully. The Clerk was instructed to arrange a meeting with Amey representatives and to include Amey's present and future commitments on the Agenda.

CS

AGENDA ITEM 8: PLANNING APPLICATIONS

17. The Clerk reported that three planning applications had been received:

1. **N120133/O: 1 Brockington Road:** Outline application for a two storey dwelling with access and other matters reserved. Cllrs James-Moore and Wrathall reported that they had visited the site and could find no legal reason to oppose the application. However, they felt that the proposed development was wholly inappropriate for the site and, accordingly, they proposed and seconded, respectively, that Bodenham Parish Council should not support the application. This was agreed unanimously.

2. **N120440/L: Well Cottage:** Demolition of existing rear extension and construction of new single storey extension to provide disabled accommodation. This application was supported unanimously.

3. **N120504/FH: Corduroy, Upper Maund Common:** proposed replacement of aluminium-framed conservatory with tiled roof sun room. A previous application had been supported by Bodenham Parish Council. Accordingly, the revised application was supported unanimously.

AGENDA ITEM 9: FINANCE

18. Cllr Ling presented the monthly accounts, which are attached as Annex A. Cllr Davis proposed and Cllr James-Moore seconded that the accounts be accepted. This was agreed unanimously.

19. Cheques amounting to £120 for *Newsletter* advertising were passed to the Clerk.

20. Cheques were raised for the following amounts:

- | | |
|---|---------|
| - Siward James and Arkwright Trust (PC room hire) | £63.00 |
| - Siward James and Arkwright Trust (BFPG room hire) | £57.00 |
| - A B Clark (BFPG equipment) | £25.50 |
| - K A Mitcheson (BFPG equipment, etc.) | £558.10 |
| - Clerk's expenses (printer paper and cartridges) | £16.47 |
| - Mr D Pritchard (moving sandbags and fitting rail) | £189.00 |

AGENDA ITEM 10: UPDATES

21. **Parish Plan.** Cllr Ling reported that the group had met to coordinate the responses which had been received from Herefordshire Council. Quotes were being obtained for printing 50 copies of the Parish Plan, for which there would be a small charge, while the action plan would be printed separately and would not attract a charge. Cllr Ling further reported that the Parish Plan was on the website and that, after publication, there would be a request for volunteers to contribute towards implementing the action plan.

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 gave a report, which is attached as Annex C.

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 D.

26. Cllr Mitcheson reported that the SID was out of use and was stored in the boiler room at the Parish Hall awaiting a replacement battery.

AGENDA ITEM 13: DATE OF NEXT MEETING.

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

The Meeting ended at 8.55pm.

PARISH ACCOUNTS

For 5 March 2012 Meeting

BALANCE AT 5 APRIL	05-Apr- 11	BALANCE AS AT 18 JANUARY	
LLOYDS	4147	7582	
TOTAL BALANCE	4147	7582	
INCOME			
ADVERTISING	2056	205	
VAT REFUND	1686	0	
CAR PARK LOAN	750	0	
COMMUNITY PLAN	0	0	
PRECEPT	8150	0	
FLOOD GROUP	1159	430	
TOTAL INCOME	13801	635	
EXPENSES			
CAR PARK LOAN	1500	0	
COMMUNITY PLAN	551	0	
CHURCH GRANT	1050	1050	
CLERK SALARY	1514	152	
CLERK EXPENSES	317	27	
CAR PARK	1020	0	
INSURANCE	610	0	
WEBSITE	240	0	
NEWSLETTER	1466	183	
FLOOD GROUP	321	0	
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	22	0	
TOTAL EXPENSES	11143	1412	
BALANCE AT 17 FEBRUARY	6805	6805	

CHEQUES RAISED NOT BANKED	
	0
TOTAL	0
CHEQUES/INCOME NOT BANKED	
	0
TOTAL	0
BALANCE	6805
INVOICES AWAITING APPROVAL	
PC ROOM HIRE	63
FLOOD GROUP	618
CLERK EXPENSES	16
SID BATTERY	23
TOTAL	720
BALANCE	6085
REPRESENTATION OF ACCOUNTS	
LADYCLOSE ORCHARD	158
FLOOD GROUP	1899
COMMUNITY PLAN	16
PARISH COUNCIL	4012
FUTURE COMMITTED EXPENDITURE	
COMMUNITY PLAN	750
GRASS CUTTING	625
CLERK SALARY	304
COMMUNITY PLAN PROJECTS	0
TOTAL	1679
FUTURE INCOME	
COMMUNITY PLAN	750
TOTAL	750
REMAINING FUNDS	3083

BODENHAM FLOOD PROTECTION GROUP REPORT**“Project Bodenham” Update.**

1. After a very good start to the Project up until Christmas, we had been increasingly concerned with what appeared to be lack of progress over the past two months, especially since the deadline for the completion of the Project is getting very close and there are still a number of houses which have not yet had their flood protection equipment installed.

2. I therefore wrote to the Environment Agency and to our District Councillor, Jeremy Millar, about this. Cllr Millar arranged a meeting with Amey Herefordshire which we both attended on Thursday, 23 February. The meeting was with Mrs Ruth Kinsella, the Watchkeeper in Chief, and Mr Martin Jackson was also present, since he is directing Amey’s part in the Project through Mr Ziad Malik.

3. I put our concerns to Mrs Kinsella. The outcome was that we were assured by her and by Mr Jackson that the Project was still on course for completion. Mr Jackson will also be writing a letter to all the property holders involved in the Project, giving them a progress report. This letter should be with householders later this week.

Village Flood Warning Telemetry System.

4. Turning to the flood warning telemetry system which Mr Hawnt is donating to the Village, you will recall that it will be fitted to the Brockington Bridge next to 23, Brockington Road.

5. However, before this can happen we need permission from Amey Herefordshire. We have asked the Parish Clerk to obtain this permission and are waiting for it to arrive.

Monthly Meeting.

6. We held our monthly Meeting on 28 February during which we decided, amongst other matters, not to continue our membership of the National Flood Forum now that an annual subscription of £100 has been introduced.

Equipment.

7. In preparation for the coming working party ‘season’, we have purchased a Husqvarna 135R brushcutter complete with harness and helmet, as well as five heavy duty loppers for cutting undergrowth along watercourses. As you will know, these items, like all BFPG equipment are, and remain, the property of the Parish Council.

Working Parties.

8. Our first working party this year will be on the evening of Friday, 30 March and Councillors are very welcome to take part!

9. We were pleased to see Amey working on the stretch of C1121 between Ketch Lane and Smeadals Lane:

- a. They have cleared the gratings over the road drains and cut back the verges so that water will be encouraged to flow into the drains.
- b. They have put a metal barrier to the West of the bridge over the Moors Brook to deal with concerns that there was a risk of cars sliding off the road and into the Brook at that point.
- c. They have also repositioned the coping stone at the South-East corner of the bridge which someone had stood on end.

Social Events.

10. **Coffee Morning.** I reported at the last Council Meeting on the very successful coffee morning held on Saturday, 4 February, which raised £430 for BFPG funds.
11. **Annual BBQ.** Becky and Tim Burnill have kindly agreed to host the event this year on Saturday, 28th July.
12. **Annual Bonfire Party.** The Bonfire Party will be on Saturday, 29th September.
13. **Annual Quiz Night.** The Parish Hall has been booked for Friday, 16th November and we look forward to the Parish Council putting in a team again.
14. Support for all these events by members of the Parish Council is always very welcome and much appreciated.

K.A.M.

Report of the Parish Hall Committee Meeting held on 22nd February 2012

Refurbishment of the kitchen

Two quotes have been received, but they are not like for like, which they need to be to apply for grants. A sub-committee will meet shortly to discuss the quotes. It is estimated that we are 3-4 months away from proceeding with the refurbishment. In the short term, the ceiling and other parts of the kitchen will be redecorated.

Toilets

In the short term, some minor updates/improvements have been made, e.g. liquid soap paper towels, new seats in the Ladies, etc.

Playing fields/sports area

A mini soccer pitch and cricket facilities have been proposed, together with appropriate safety nets. A grant application has been submitted.

Premises licence

This has now been transferred into the name of the Parish Hall Management Committee. We are investigating whether it will be financially beneficial to vary the licence to include the sale of alcohol.

Hall insurance

The insurance company recently carried out a survey of the hall. They required the fire alarms to be tested on a weekly basis and recorded on a signed log. A small repair to the roof was also required. Both these matters are being dealt with. It was also recommended that a booking form was needed which stated the terms and conditions for hiring the hall. This will be prepared shortly. Electrical and fire tests have been completed in the past few weeks. The appropriate certificates have been issued.

Boiler

The pressure unit has been replaced. The system has also been completely flushed and cleaned. These actions should make operation more reliable. British Gas have also supplied a quote of £4674 to install an unvented hot water cylinder and additional pipework to supply both toilets and the kitchen with hot water. A second quote will be obtained and enquiries made about possible grants for this work.

PV panels/renewable energy

Caplor Energy surveyed the hall. Their proposition was discussed and it was agreed that the project was not suitable for the hall.

District Councillor's Report

In this month's Report:

- **Budget and Community Charge 2012-2013**
- **Herefordshire Public Services, Shared Services - Hoople**
- **Neighbourhood Planning, and joint working**
- **Olympic Torch**
- **The Queen's Diamond Jubilee**

- **Budget and Community Charge 2012-2013**

At its meeting on 3rd February 2012, Herefordshire Council voted to maintain the Community Charge for 2012/2013 at the same rate as 2011/12. This is good news for us all in these difficult economic times.

- **Herefordshire Public Services, Shared Services - Hoople**

The publicly run limited company set up as our shared services business arm across Herefordshire Council, the Wye Valley Trust, and NHS Hereford is up and running. The Chief Executive is currently reviewing management arrangements to ensure value for money is delivered to the partner organisations.

- **Neighbourhood Planning, and joint working**

Following the passing of the Localism Act in November last year, further guidance is due in April on how a number of aspects of the Act will be applied. At a meeting last month of Chairmen and Parish Clerks in the Ward, it was agreed that all five Parish Councils in Hampton Court Ward would meet twice annually whilst these changes start to become clear, to see whether there are areas of common interest where joint working might be beneficial.

- **Olympic Torch**

The Olympic Torch Relay will help shine a light on the whole of the UK. The torch is due to pass through Herefordshire on 24 May 2012.

- **The Queen's Diamond Jubilee**

Every Parish in the Ward is starting to think about how they may celebrate the Queen's Diamond Jubilee next June. In addition, Herefordshire Council is holding an event on 11th July in Hereford which it hopes will include a rural showcase.

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
February 2012