

**BODENHAM PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING AT THE SIWARD JAMES  
CENTRE AT 7.30 PM ON MONDAY, 1<sup>st</sup> OCTOBER 2012****Attendance**

Cllr Roger Austin  
 Cllr Bob Clarke (Chair)  
 Cllr Stan Davis  
 Cllr Dennis Jackson  
 Cllr Pam James-Moore  
 Cllr Tony Mitcheson  
 Cllr Jeff Pollard  
 Cllr Rhian Powell

Cllr Jeremy Millar (District Councillor)

Mr Chris Smith (Clerk)

8 members of the public were present.

ITEM	ACTION
<p><b><u>AGENDA ITEM 1 – APOLOGIES FOR ABSENCE</u></b>            1. Apologies were received from Cllr Knott.</p>	
<p><b><u>AGENDA ITEM 2 – DECLARATIONS OF INTEREST</u></b>            2. No declarations of interest were received.</p>	
<p><b><u>AGENDA ITEM 3 – MINUTES OF THE PREVIOUS MEETING</u></b>            3. The Minutes of the previous Meeting were accepted as a true record. (Proposer: Cllr James-Moore. Seconder: Cllr Mitcheson).</p>	
<p><b><u>AGENDA ITEM 4 - MATTERS ARISING FROM THE MINUTES</u></b>            4. <b>Minute 5: Lengthsman Scheme and Grass Cutting.</b> The Clerk reported that the Lengthsman had been instructed not to cut the horseradish by the owner of the adjacent property.            5. <b>Minute 7: Speeding Traffic on the A417.</b> The Clerk reported that no reply had been received from Mr Andrew Lee-Jones, but the Safer Roads Partnership (SRP) had replied to the effect that they had withdrawn from Bodenham after an attempt had been made to superglue the locks of their static equipment. Cllr Mitcheson asked if the SRP could supply details of what equipment was superglued. Cllr Mitcheson also pointed out that the SRP had deployed a van with speed cameras in Bodenham on several occasions and asked why they had not supplied any data on speeding from this. The Clerk was instructed to ask the SRP about the equipment and the data and to approach Mr Lee-Jones again.            6. <b>Minute 15: Community Technology Grant.</b> This is covered under Agenda Item 7 below.            7. <b>Minute 16: Neighbourhood Planning Meeting.</b> Cllr Clarke suggested that putting an item in the <i>Newsletter</i> to try to attract public support for Neighbourhood Planning be deferred for the time being and this was agreed.            8. <b>Minute 17: HALC.</b> The Clerk reported that he had asked HALC for a list of their training courses and was awaiting a reply.            9. <b>Minute 22: Winter Maintenance Scheme.</b> The Clerk reported that a bid had been submitted and had been accepted. Cllr Powell reported that a meeting had been held at the Parish Hall between herself, Mrs Roz Reader and Mr James Powell of Amey, who is administering the Scheme, to discuss the suitability of the Parish Hall as a location for storing the salt. Mr Powell had indicated that the rough surface beyond the tarmac area was adequate and that no concreting was needed, because the salt is delivered on pallets. There was some discussion of how the Scheme would operate within Bodenham and the Clerk was instructed to contact other parishes which had been members of the Scheme in 2011 to obtain information about this. The Clerk was also instructed to order an appropriate quantity of bagged salt.            10. <b>Minute 24: Damage to the Field Entrance Near C1121 Bridge.</b> The Clerk</p>	<p>CS</p> <p>CS CS</p>

<p>reported that he had written again to Mr Pugh and the bus company and also that he had contacted Amey to ask whether the offer to spread material supplied by Mr Pugh, which had been made verbally some time ago, still stood.</p>	
<p>11. <b>Minute 27: Bodenham Newsletter.</b> Cllr Clarke reported that he and Cllr James-Moore had arranged to meet Mrs Susan Haworth – the editor of the Bodenham <i>Newsletter</i>– on 8<sup>th</sup> October. The Clerk reported that he would have checked previous Minutes for any references to the copyright for the Bodenham <i>Newsletter</i> by then.</p>	CS
<p>12. <b>Minute 14: Lengthsman.</b> The Clerk reported that he had instructed the Lengthsman to avoid cutting wild flowers, wherever possible.</p>	
<p>13. <b>Minute 16: Ownership of a Patch of Ground near to England’s Gate Inn.</b> Cllr Clarke reported that he had investigated the matter, but was still unclear about exactly which piece of ground was meant. He said that he would seek clarification from Mrs Bowden and investigate further.</p>	BC
<p>14. <b>Minute 17: Overgrown Entrance to Footpath BM13.</b> The Clerk reported that Amey had cleared the overgrown entrance to footpath BM13.</p>	
<p>15. <b>Minute 18: Sign at Saffrons Garage.</b> The Clerk reported that the sign to Bodenham Church at Saffrons Garage was now pointing in the right direction.</p>	
<p>16. <b>Minute 20: Footpath at Ladywell Lane.</b> Cllr Millar reported that he had not received the email correspondence about this matter, although Cllr Clarke reported that he had received it. The Clerk was instructed to send the correspondence to Cllr Millar.</p>	CS
<p>17. <b>Minute 22: No Fly-Tipping Sign.</b> The Clerk reported that the sign had been delivered and would be passed to Cllr Knott, who had agreed to install it.</p>	CS
<p>18. <b>Minute 23: Location for a Bench.</b> The Clerk reported that he had submitted a request for a bench to be located on the village green.</p>	
<p>19. <b>Minute 24: Playground Slide.</b> Cllr Davis reported that he had made no progress towards the acquisition of a playground slide, but had met Mr Robert Parker to discuss the drainage of the playground and would obtain a quotation from Mr Parker for the work. Cllr Davis also reported that he had met Cllr Pollard to discuss painting the playground equipment. Cllr Pollard reported that special paint might be required in order that the equipment should not become slippery. The Clerk was instructed to ask Herefordshire Council about obtaining a suitable paint. Cllr Pollard also reported that he had given Cllr Davis a quotation for painting the palings around the playground. Cllr Davis was asked to obtain a second quotation for this work.</p>	CS SD
<p>20. <b>Minute 26: Standing Orders.</b> See Item 8 below.</p>	
<p>21. <b>Minute 33: Bodenham Flood Protection Group.</b> Cllr Millar reported that he had not met Mr Chris Bull, the Chief Executive of Herefordshire Council, who was due to leave shortly. Cllr Millar said that he would talk to Mr Bull’s deputy, who will be acting up following Mr Bull’s departure, about flooding problems in Bodenham.</p>	JM
<p><b><u>AGENDA ITEM 5 – MATTERS RAISED BY MEMBERS OF THE PUBLIC</u></b></p>	
<p>22. A member of the public said that the hedge by the bus stop opposite the village green had been cut back and visibility was now much improved. The householders were thanked for their consideration.</p>	
<p><b><u>AGENDA ITEM 6 – VACANCY ON THE PARISH COUNCIL</u></b></p>	
<p>23. The Clerk reported that Mr Peter Tomlinson had applied to fill the vacancy arising from the resignation of Mr Derek Ling. Cllr Davis proposed and Cllr James-Moore seconded that Mr Tomlinson be co-opted to serve on the Parish Council. The proposal was accepted unanimously.</p>	
<p><b><u>AGENDA ITEM 7 – COMMUNITY TECHNOLOGY GRANT</u></b></p>	
<p>24. Cllr Powell reported that an application had been prepared by herself, Cllr Mitcheson and Mr Bob Bowden for a range of equipment which would mostly be sited and used at the Parish Hall. The application would be for 80% of the cost with 20% matched funding from the Parish Council – with additional annual running costs of approximately £400 per annum for a phone line, a broadband subscription, a TV licence and consumables. She added that the Parish Hall Management Committee (PHMC) had approved the application, which needed an accompanying letter of support from the PHMC. The Clerk was instructed to request this. Mr Bowden said that the range of equipment should meet most of the IT needs of the community. Cllr Millar reported that Herefordshire Council was in negotiation with its preferred bidder for the installation of a high-speed broadband network throughout Herefordshire, which would provide a minimum speed of 2mb for all users by 2015, while 70-80% of users would have 20mb by 2017. Cllr Clarke asked for support for the Community Technology Grant application and this was proposed by Cllr Jackson and seconded by Cllr Mitcheson. The application was approved by a majority decision with two abstentions.</p>	CS

<p><b><u>AGENDA ITEM 8 – STANDING ORDERS</u></b></p>	
<p>25. The Clerk reported that he and Cllr Powell had circulated amendments to the standing orders used by parish councils in Northumberland. The Clerk was instructed to combine the amendments with the original documents for easier reading and to circulate the revised document well ahead of the next Meeting so that comments could be collated.</p>	CS
<p><b><u>AGENDA ITEM 9 – FINANCE</u></b></p>	
<p>26. The Clerk presented the accounts in the absence of Cllr Knott, who had prepared them. Cllr Mitcheson proposed and Cllr Davis seconded that the accounts be accepted. The proposal was carried unanimously. The accounts are attached as Annex A.</p>	
<p>27. <b>Outstanding Invoices:</b></p> <ul style="list-style-type: none"> <li>- Clerk's Expenses (Projector; printer cartridge; paper) £66.00</li> <li>- DC Gardening Services (Lengthsman) £960.00</li> <li>- Mazars LLP £162.00</li> </ul>	
<p><b><u>AGENDA ITEM 10 - PLANNING</u></b></p>	
<p>28. The Clerk reported that no planning applications or notifications of decisions made about planning applications had been received.</p>	
<p><b><u>AGENDA ITEM 11 – UPDATES</u></b></p>	
<p>29. <b>Bodenham Flood Protection Group.</b> Cllr Mitcheson reported that the ditches in Chapel Lane had not been cleared by Amey and still contained branches after work conducted by BT. The Clerk was instructed to contact Amey about this. Cllr Mitcheson then gave a report on the activities of the BFPG, which is attached as Annex B.</p>	CS
<p>30. <b>Parish Plan.</b> Cllr Mitcheson said that the Plan would be printed by 5<sup>th</sup> October and would be on the Parish Website as soon as was possible. A summary of the actions arising from the Plan would appear in the October Bodenham <i>Newsletter</i>. The Clerk was instructed to write to thank Mr Derek Ling for all his work on the Parish Plan.</p>	CS
<p>31. <b>Parish Hall.</b> Cllr Jackson gave a report, which is attached as Annex C.</p>	
<p><b><u>AGENDA ITEM 12 – CORRESPONDENCE NOT PREVIOUSLY CIRCULATED</u></b></p>	
<p>32. The Clerk reported that a letter had been received from Herefordshire Council inviting views about parish councils establishing a system of allowances for councillors. Cllr Clarke proposed that Bodenham Parish Council did not want to introduce allowances for councillors. Cllr Mitcheson agreed, but pointed out that there was a distinction between allowances and expenses and that the payment of the latter properly authorised and accounted for should continue to be accepted.</p>	
<p>33. Cllr Clarke reported that he had received a letter from Mrs Veronica Howell about Remembrance Day, for which Bodenham Parish Council was invited to send a representative. Cllr Davis volunteered to attend as the Parish Council's representative. Cllr Mitcheson proposed and Cllr Powell seconded that the annual donation of £50 be given to the British Legion. This was accepted unanimously.</p>	
<p><b><u>AGENDA ITEM 13– OTHER BUSINESS (INCLUDING DISTRICT COUNCILLOR'S COMMENTS)</u></b></p>	
<p>34. Cllr Millar reported that Herefordshire Council is holding a consultation lasting until mid-November about its Local Transport Plan. The Plan has possible implications for bus services in Bodenham. Cllr Millar also reported that the issues surrounding the log cabin which has been installed on land adjacent to 2 Railway Cottages in Dinmore remains unresolved. He noted that the enforcement process at Herefordshire Council is under review, partly because many of the conditions attached to approved planning applications turn out to be unenforceable. Cllr Millar added that changes to planning laws may lead to a need for more enforcement. He also reminded the meeting of the election for Police and Crime Commissioners on 15<sup>th</sup> November and reported that the demolition of the old cattle market in Hereford would begin shortly.</p>	
<p>35. Cllr James-Moore asked whether she could be reimbursed for postage costs incurred when writing to <i>Newsletter</i> advertisers. Cllr Tomlinson proposed and Cllr Jackson seconded that this should be supported. The proposal was carried unanimously.</p>	
<p>36. Cllr Powell requested that the Bodenham CAP staff be thanked for their years of service to the Parish. The Clerk was instructed to write to them to this effect.</p>	CS
<p>37. Cllr Clarke asked about the arrangements for the Litter Pick on 13<sup>th</sup> October. The Clerk replied that he had arranged to collect and return the equipment from and to Amey and would put 'Wombling' posters on the noticeboards. Mrs Babs Mitcheson said that she would prepare the soup and rolls. Cllrs Clarke and Powell said that they would organize the routes for the pickers to follow.</p>	

**AGENDA ITEM 14 – DATE OF NEXT MEETING**

38. The next Meeting will be held in the Seward James Centre at 7.30pm on Monday, 5<sup>th</sup> November 2012.

The Meeting ended at 9.10pm.

**Bodenham Parish Council**

	July 12	Aug 15	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
<b>Income</b>										
PC Opening Balance	7263.00	5657.00	5447.78	4395.07	3393.46	6906.85	5980.24	5803.63	5627.02	5450.41
Newsletter	231.00	232.38	25.00							
Vat Refund	0.00	157.76								
Car Park Loan	0.00					750				
Community Plan	0.00								750	
Lengthsman			778.25							
		42.38								
Precept	0.00				4890					
<b>TOTAL</b>	<b>7494.00</b>	<b>6089.52</b>	<b>6251.03</b>	<b>4395.07</b>	<b>8283.46</b>	<b>7656.85</b>	<b>5980.24</b>	<b>5803.63</b>	<b>6377.02</b>	<b>5450.41</b>
<b>Expenditure</b>										
Car Park Loan	0.00					1500				
Community Plan	0.00									
Church Grant	0.00			825						
Clerk Salary	152.00	121.29	121.29	121.29	121.29	121.29	121.29	121.29	121.29	121.29
Clerk Expenses	31.00	62.13	19.00	25	25	25	25	25	25	25
HM Rev and Customs		30.32	30.32	30.32	30.32	30.32	30.32	30.32	30.32	30.32
Insurance	0.00									
Website	0.00									
Newsletter	367.00		236.25							
Playground repairs	648.00									
Hall Rental	44.00									
Lengthsman	495.00	428.00	720.00							
Playground Inspection										
Audit										
Parish Hall Grant					1200					
Jubilee	100.00									
Grass Cutting										
Notice Boards			60.00							
Chapel			500.00							
Community Plan									750	
chq 638			169.10							
British Legion Grant										
<b>TOTAL PC Expenditure</b>	<b>1837.00</b>	<b>641.74</b>	<b>1855.96</b>	<b>1001.61</b>	<b>1376.61</b>	<b>1676.61</b>	<b>176.61</b>	<b>176.61</b>	<b>926.61</b>	<b>176.61</b>
<b>PC Closing Balance</b>	<b>5657.00</b>	<b>5447.78</b>	<b>4395.07</b>	<b>3393.46</b>	<b>6906.85</b>	<b>5980.24</b>	<b>5803.63</b>	<b>5627.02</b>	<b>5450.41</b>	<b>5273.8</b>

	<b>July 12</b>	<b>Aug 15</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>
BFPG Open Balance	1721.00	1737.00	1703.72	1653.72	1633.47	1633.47	1633.47	1633.47	1633.47	1633.47
BFPG Inc	146.00									
BFPG Ex	130.00	33.28	50.00	20.25						
BFPG Closing Balance	1737.00	1703.72	1653.72	1633.47	1633.47	1633.47	1633.47	1633.47	1633.47	1633.47
Lady Close Orchard	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00
<b>Tot Closing Balance</b>	<b>7552.00</b>	<b>7309.50</b>	<b>6206.79</b>	<b>5184.93</b>	<b>8698.32</b>	<b>7771.71</b>	<b>7595.1</b>	<b>7418.49</b>	<b>7241.88</b>	<b>7065.27</b>

**BODENHAM FLOOD PROTECTION GROUP REPORT**  
**(1 OCTOBER 2012)**

1. **“Project Bodenham” Update.** The final flood protection barrier has been fitted and the final inspections have been carried out, so as far as we are concerned Project Bodenham is complete.
2. **Severe Weather.** Like the rest of the country we experienced a lot of rain during the past month, especially on 24 September when the Millcroft Brook rose to 1.2m during the first part of the morning. The telemetry system gave us the necessary alerts and the relief channel operated well, so there was never any need for concern or for residents to put flood protection barriers in place or take other precautions.
3. **Local Works.** We are still waiting for clearance of the ditch in Chapel Lane by Amey.
4. **Meeting and Working Parties.**
  - a. Our most recent Meeting was on Tuesday, 25 September, which was as well attended as ever despite the poor weather that day.
  - b. We had two very worthwhile working party sessions on 7 and 21 September, during which we start from the Brockington Road bridge clearing the stretch of the Millcroft Brook downstream from there and also clearing a build-up of vegetation and silt which was threatening to cover over the sensor of the telemetry system next to the bridge.
  - c. We are planning a session this coming Friday (5 October) and hope to fit in one more on 19 October before the ‘season’ ends. On both occasions we will aim to work on clearing the Ketch Lane culverts, if the weather allows.
5. **BFPG Bonfire Party.** The next event on our social calendar is the annual Bonfire Party. This will be held at Millcroft Farm at 6.00pm on Saturday (6 October). Members of the Council will, as always, be very welcome if they wish to attend.
6. **BFPG Quiz Night.** Finally a date for your diaries - the BFPG Quiz Night is on Saturday, 17 November in the Parish Hall and we would welcome one or more Parish Council Teams!

K.A.M.

## Bodenham Parish Council

### Parish Hall Report Monday 1<sup>st</sup> Oct 2012

Date of Last Committee Meeting: 26<sup>th</sup> Sept 2012.

#### Items Discussed:

- Councillors Powell and Mitcheson attended the meeting to update the Parish Hall Committee on The Community Technology Grant bid and the storage of grit salt at the Parish Hall as part of the Winter Maintenance Self Help Scheme. Both proposals were accepted in principle by the Committee.  
**Please see Councillor Powells' full report in her email dated 27/9/12.**
- The Chairman has been examining the implications of the Parish Hall de-registering as a charity. No decision has yet been made and enquiries are ongoing.
- Kitchen Grant- Quotes are still being examined/prepared and the grant form is nearing completion.
- New Chairs – The grant application has been submitted for 70% of the cost. This leaves approximately £1300 to be paid out of Parish Hall funds.
- Produce Markets- These have been taking place every Saturday throughout the summer and there are two left to run this year. Funds generated for the Parish Hall are small but the 'community service' aspect will help when preparing future grants.
- Date of next meeting- 12<sup>th</sup> December 2012

Dennis Jackson  
29 Sept 2012