

BODENHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING
 HELD AT THE SIWARD JAMES CENTRE
 at 7.30 pm on Monday, 6th March 2017

Present: Cllr Alec Avery Cllr Tony Clark Cllr Jim Crane Cllr Dennis Jackson
 Cllr Pam James-Moore Cllr Richard Layton Cllr Tony Mitcheson Cllr David Tilford

District Cllr Bruce Baker was also present.

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

Introduction.

Cllr Tony Johnson, the Leader of Herefordshire Council, attended the Meeting and spoke about two main issues, namely:

1. Roads. He said that the population of Herefordshire is 180,000 and that there are 2000 kilometres of roads, which, if they were to be repaired fully, would require about £100m - yet the total discretionary budget for the County is only £145m. He reported that Amey had repaid £8m for inadequate work on the road network and that Herefordshire Council are to claim another £4m, most of which has to be spent on the **County's** roads. He remarked that Balfour Beatty Living **Places' (BBLP's)** work on the road network, especially on potholes, was of a much higher standard than **Amey's**. He added that the Local Enterprise Partnership may also provide some money for roads, though this funding was likely to be 15% less than the **County's** bid for it.
2. Budgeting. Cllr Johnson said that cuts are still having to be made and that the total reduction in Herefordshire **Council's** budget will be £89m by 2020. The average income in Herefordshire is the lowest of any county in England and the **Council's** aim is to boost the economy and infrastructure to create jobs, which will, in turn, raise the average income.

Cllr Johnson then addressed the following questions from Parish Councillors and members of the public:

- Cllr Tilford asked about the social care budget. Cllr Johnson replied that he hoped that Herefordshire Council would be given extra funding for this and also council tax had been raised by an additional 2%, which was ring fenced for social care.
- Cllr Avery asked about the proposed Hereford bypass and whether the road system in the City would be able to cope with the increased traffic from the new housing which will be built inside the new bypass. Cllr Johnson replied that the bypass would be built at a cost of c£100m. The A49-A465 section had been approved, the route of the remaining section was being planned, and the bypass will ease traffic congestion in Hereford, although the main reason for the bypass is to free up land for housing.
- Mrs Gwen Bowden asked how the new City Link Road would affect the junction between it, Aylestone Hill and Commercial Road. Cllr Johnson said that the new road would reduce traffic in the City.
- Mr Mike Darley asked about cuts to **BBLP's** budget and about the proposed cycle track in the centre of Hereford Racecourse. Cllr Johnson replied that he was not able to answer because Hereford City Council - not Herefordshire County Council - are the proposers of the cycle track.
- The Clerk asked whether bus and train timetables would be integrated when the new transport hub at the railway station was opened. Cllr Johnson replied that Herefordshire Council does not operate either service, but that he understood that the bus service providers are in discussion with the train service providers about the new transport hub. He undertook to look into the matter and to pass any information pertaining to the question to Cllr Baker for him to pass on to the Parish Council.

The Chairman thanked Cllr Johnson for giving up his time to attend the Meeting and Cllr Johnson then departed.

1. Apologies for Absence. No apologies for absence were received.
2. Declarations of Interest. Cllrs James-Moore, Mitcheson and Tilford declared an interest in Item 11.
3. Minutes of the Previous Meeting. The Clerk reported that a short Introduction minute had been added to the Minutes of the previous Meeting recording the Parish **Council's** tributes to Mrs Pat Barbrook and former Cllr Roger Austin. The Clerk further reported that Cllr **Avery's** apologies should have been given. The Minutes were then accepted as a correct record (Proposer; Cllr Tilford: Seconder; Cllr Clark).
4. Matters Arising from the Minutes.
 - 4.1 Minute 7: Parish Walk. The Clerk reported that the Parish Walk had taken place as arranged, attended by himself, Cllrs Clark and Mitcheson, James Howell - the Locality Steward for Hampton Court Ward - and another Locality Steward. The Clerk said that a report had been circulated and this is attached as Annex A.
 - 4.2 Minute 11: Community Payback Project. The Clerk reported that he had asked the Herefordshire Council Parish Liaison Officer, Mr Anthony Bush, whether he knew of any parishes which had participated in the earlier iteration of the Project, but had not received a reply.
 - 4.3 Minute 10: Insurance. Cllr Mitcheson asked whether the Parish **Council's** insurance covered the BFPG. Cllr Crane said that it does, but that Zurich, the Parish **Council's** insurers, would be adding £25 to the premium to cover the BFPG.
 - 4.4 Parish Hall Grant. The Clerk said that he had emailed Mr Robin Knott asking for more information about the request for a grant, but that Mr Knott had yet to reply.
 - 4.5 Litter Pick. The Clerk said that he had made all the necessary arrangements with BBLP and that Mrs Babs Mitcheson had booked the Parish Hall and organised soup and rolls for after the Litter Pick.
5. Opportunity for Members of the Public to Address the Parish Council.
 - 5.1 Mrs Gwen Bowden asked about the puddle under the swing in the playground. Cllr Mitcheson said that Section 106 money was awaited from the Bell Homes development. Part of this was earmarked for improvements to the playground which could resolve the drainage issue. Cllr Tilford suggested that the area should be forked to improve the drainage. The Clerk was instructed to ask the Lengthsman to address the problem. ACTION: CS
6. Vacancies on the Parish Council. After reiterating that there were two vacancies on the Parish Council, Cllr James-Moore asked Mrs Kathy Tremain to speak in support of her application to fill one of them. After Mrs Tremain had spoken, Cllr Mitcheson proposed and Cllr Tilford seconded that she should be invited to serve on the Parish Council. The proposal was agreed unanimously and Mrs Tremain took her seat with the Council, although unable to vote on any matter until her appointment has been confirmed by Herefordshire Council.
7. Playground Inspection. The Clerk had circulated an email from Mrs Fran White, who was formerly employed by Herefordshire Council as organiser of playground inspections and the production of reports, but who now, following her retirement, was offering an independent playground inspection service. After discussion, it was agreed that Cllr Baker would ascertain whether Herefordshire Council still conducts playground inspections and that the Clerk would ask Mrs White about the cost of the service she is offering. ACTION: BB and CS
8. The Speed Indicator Device (SID). Cllr Mitcheson reported that the SID was now over 6 years old and that, when fully charged, its battery now lasted only 4-5 days, instead of 14. It can only be replaced by Traffic Technology Ltd, the **SID's** suppliers, and he had established that a replacement battery would cost £110+VAT+delivery. He remarked that the Parish Council might like to choose between purchasing a new battery or a complete new system at a cost of approximately £3,500. The reason was that, after over six years of almost constant operation, the SID was obviously likely to be approaching the end of its working life. He had also recently had some problems with the

PDA, which controls the SID and which uses software, including MS Excel 2003, which was no longer supported. Traffic Technology Ltd had warned him that, should the PDA fail, they would not be able to replace it and the only option would be the purchase of a complete new system. His personal feeling was that the SID and PDA would probably last another year or two, but there was always a chance that purchasing a new battery might not prove to be a good investment. After discussion, it was agreed unanimously that a new battery should be purchased (Proposer; Cllr Mitcheson: Seconder; Cllr Clark). ACTION: TM

9. Footpath BM4. Mr Mike Darley said that the broken stile near the Church was not on a public right of way and that he would speak to the landowner (Hampton Court) about effecting a repair. He had spoken to Hampton Court about the poor state of footpath BM1 and had been told that it would receive attention when the weather improves. He added that he would contact BBLP about the need for the repairs to footpath BM7 to be completed as a matter of urgency at the start of the new financial year and about the twisted footbridge on footpath BM6.

10. Bodenham Lake Site Management Group. Cllr Clark reported that he had attended a meeting of the Bodenham Lake Site Management Group on 25th February. Cllr **Clark's** report on the Meeting is attached as Annex B.

11. Finance.

11.1 Monthly Accounts. The Clerk presented the monthly accounts. Cllr Tilford proposed and Cllr Clark seconded that they be accepted. The accounts are attached as Annex C. The Clerk had also circulated a spreadsheet showing the income and expenditure to date over the 2016-17 financial year. Cllr Avery identified an error in the spreadsheet, which the Clerk was instructed to correct. ACTION: CS

11.2 Outstanding Invoices. It was agreed that the following invoices be paid (Proposer; Cllr Crane: Seconder; Cllr Clark).

- Clerk's expenses (stamps, printer cartridges)	£19.60
- Mrs B A Mitcheson (SID software fix)	£30.00
- Groundwork UK (Unspent NP grant)	£1699.84
- Mr D Tilford (NDP printer cartridges)	£91.00
- Mr K A Mitcheson (NDP printer cartridges)	£37.70
- Mr K A Mitcheson (NDP printer cartridges)	£57.23
- T Dines Electrical (Defibrillator installation)	£540.00
- Mr M Moir (Plants for Open Spaces Project)	£615.00
- Leominster Community Resource Centre (February <i>Newsletter</i>)	£185.00
- Leominster Community Resource Centre (March <i>Newsletter</i>)	£194.25
- DC Gardening Services (Lengthsman's February invoice)	£60.00
- Bodenham Parish Hall (Invoice 28) (NDP room hire)	£10.00
- Mrs P James-Moore (<i>Newsletter</i> expenses)	£39.60

12. Planning.

12.1 The following planning applications were considered.

- 170491: *Bodenham lakes: Propose to fell 3 Lombardy poplar trees.* (For ratification).
- 162839: *Upper Holbatch Farm: Retrospective application for the removal and replacement of old roof and front walls of 2 agricultural buildings and to block up 1 farm entrance.* Cllr Tilford had circulated the planning statement he had written for the previous application. He said that he was puzzled why a considerable amount of information had been redacted, which did not seem to be of a commercially sensitive nature, appearing to relate only to the use to which the buildings would be put. Cllr Layton said that he believed that the buildings were intended to be used for the **applicant's daughter's** art work. Cllr Tilford said there were no planning grounds on which the Parish Council could object to the application. Accordingly, it was decided to make no objection to it.

13. Updates.

13.1 Bodenham Flood Protection Group. Cllr Mitcheson gave a report, which is attached as Annex D.

13.2 Parish Hall. Cllr Layton said that the Parish Hall Management Committee had not met since the last Parish Council Meeting. However, a separate meeting had been held to consider the proposal to site a mobile phone mast at the Parish Hall, and it had been decided at this Meeting that further information about the proposal was needed. Mrs Gwen Bowden was therefore trying to arrange a meeting with the company behind the proposal.

13.3 Lengthsman. The Clerk reported that he had written the 2017-18 annual plan and had sent it to BBLP. He further reported that the Lengthsman now had a supply of tarmac and would start filling potholes as soon as the weather improves.

13.4 Neighbourhood Plan. Cllr Mitcheson reported that the draft replies to the responses received from Regulation 14 Consultation have been sent to the planning consultant for advice. He added that the period for which the latest DCLG grant had been obtained had come to an end and the unspent money would shortly be returned (see Item 11 above). He had submitted the required End of Grant Report and was already preparing an application for a further grant, which, if approved, could be used from 1st April onwards.

14. Correspondence Not Previously Circulated. The Clerk reported that he had received the latest copy of *Clerks and Councils Direct*. The publication was passed to Cllr Tilford.

15. Other Business (including the District **Councillor's** Report).

15.1 Cllr Baker reported that:

- the results of social care inspections have been very satisfactory;
- the new 'university' is still on track;
- the City Link Road is due to open in October;
- the Wye Valley NHS Trust is now out of special measures;
- parliamentary boundaries are still under review and a consultation is still open;
- car parking charges have changed;
- £1.5M of funding for safety training for cyclists has been obtained.

15.2 Cllr Clark asked about progress in obtain extra road signs directing lorries to S&A Produce. Cllr Baker said that he would check. ACTION: BB

15.3 Cllr Layton asked about the increase in business rates. Cllr Baker said that Herefordshire Council currently retains 50% of business rates, but in future would retain 100%.

15.4 Cllr Clark asked about the Community Speedwatch Scheme. The Clerk said that he would contact West Mercia Police for an update. ACTION: CS

15.5 Cllr Avery reported that the drain cover in Church Road near the War Memorial had not been replaced, as was stated in the Parish Walk Report. It was suggested that the cover had been replaced, but had been knocked off again. The Clerk said that he would inspect the drain cover. ACTION: CS

16. Date of Next Meeting.

16.1 The next Meetings will be held on Mondays, 3rd April and 8th May (Annual Meetings).

16.2 There being no other business, the Meeting closed at 9.15pm.

PARISH WALK 6 FEBRUARY 2017

1. Upper Holbatch - potholes. **Reported, but site not visited. Possible job for lengthsman.**
2. Near **Badham's** farm - pothole. **Has been repaired.**
3. Near **Badham's** farm - drain with brick surround does not drain. James and I inspected this in some detail. James wondered whether the outlet into the field was blocked somewhere. After speaking to neighbours subsequently, it seems that the drain cover becomes covered with debris and so a large deep puddle is formed three quarters of the way across the road, but when the drain cover is cleared, the water disappears quickly. The problem remains of ensuring that the drain cover is cleared in good time.
4. Hedge on C1125! James was made aware of the history of the hedge and said he would investigate. A large tree further along the road has since been cut down, but not by Balfour Beatty, as far as I know.
5. Millcroft Road - **'Road Narrows'** sign missing. **"Verge** marker replacement on Millcroft Road in **Bodenham"** was listed in the 17th February locality briefing.
6. Ketch Lane - potholes. Inspected. **Lengthsman and Balfour Beatty to address.**
7. Ketch Lane- 2 drains near pumping station blocked (they **aren't** visible after rain). **Inspected and reported, but not addressed, as far as I know.**
8. Bowley Lane - potholes at top. **The potholes have been filled.**
9. The main 40mph signpost at the A417/C1113 (Bowley Lane) junction is bent and lying on its side – BB case reference number if needed is: CAS-596274-L9M7D3 (9th September). It was not restored in position after the Welsh Water contractor left the site and is still to be fixed. **Reported as having been attended to.**
10. 30mph repeater sign near The Moor Farm missing. I gave this to James and **"Sign face repairs on the C1125 at Bodenham"** and **"Sign repairs on the C1125 at Bodenham"** appear in the Locality Briefings of 24th and 17th February respectively.
11. BM4(?). **James agreed that this is In Balfour Beatty's programme.**
12. The guard rail near the Moor brook is damaged. **Unknown.**
13. There is some fly tipping in **Smeadal's** Lane (reported in April?). **Now removed.**
15. Repeater 30mph sign on C1125 missing from almost opposite Rowberry Lane. **See Item 10.**
16. Road Narrows sign on C1125 opposite Rowberry Lane, one of the fixing brackets has been torn off. **Reported, but progress unknown.**
18. Collapsed drain on C1125 at **"Littlefield"** (mentioned on all previous parish walks). **Inspected. Nothing done as yet.**
20. Junction of Smeadals Lane C1120 & Millcroft Road C1121 flooded today (Monday). A grip needs cutting in the verge of the East side of **Smeadal's** Lane so the water can run away into the Moor Brook. **Reported, but progress unknown.**
21. Drain in Church Road, the cover needs to be put on correctly (reported previously). **"Manhole cover and kerbing repairs on Church lane in Bodenham"** mentioned in Locality Briefing of 24th February.
22. Drain in Millcroft Road almost opposite Ketch Lane needs a grate on it. **Unknown.**
23. 4 Black & White markers missing from outside Millcroft Farm. **Replaced? Partially replaced?**
25. Finger Post for Footpath BM24 where it leaves the A417 is missing. **The sign will have to be ordered through Balfour Beatty, which may take some time.**
26. Guardrail & one support post on the bridge over the Moor Brook on the U94020 has been damaged by a vehicle hitting it. **Inspected and recorded.**
28. Black & White marker missing from drain on C1125 outside Hanbury House. **Unknown.**
29. The very shiny surface on Chapel Lane (C1114) needs to be made safe. Very dangerous in wet & frosty conditions (reported on previous parish walks). **Inspected and recorded.**
30. Very large number of drains in the village are blocked & some on the C1125 are overgrown

with grass. [See Item 36.](#)

31. The sign "**Brockington Road**" has not been reinstated outside No. 42A Brockington Rd after the accident a few weeks ago. [Inspected and recorded.](#)
32. Granite Set in kerb just past Pound Cottage very loose can be pulled out of kerb. [As Item 33?](#)
33. Granite Set still missing from kerb outside Bodenham Court. ["Kerbing repairs on the C1121 at **Bodenham**" \(Locality Briefing 17th February\).](#)
34. Three Granite Sets missing from the kerb opposite the school. [As Item 33?](#)
35. Footpath finger post at the end of Church Walk opposite Church House is leaning over. I think the post is rotten in the ground. [Lengthsman requested to repair.](#)
36. Blocked drains on the C1125. [Gully cleansing on the C1125 and C1113 at **Bodenham**" \(Locality Briefing 17th February\).](#)
37. A very large number of pallets of building bricks are blocking completely footpath BM13 where it joins Brockington Road (reported - reference number:-CAS-616500-B9L2Q7). [Reported as pallets having been removed.](#)



Site Management Group.

Site Management Group – Bodenham Lake

Tuesday 28th February, 2017

3pm – 5pm

The Woodlands Meeting Room, Queenswood

Minutes

1. Apologies: Sue Lamerton, Bruce Baker, Rob Garner (New Leaf), Stan Gyford (New Leaf), Katie Stevens (NE)
2. Attendees :James Hitchcock (Chair), Trevor Hulme, Tony Clark, Graham Sole. Robin Hemming
3. Introduction: James Hitchcock
 informed the meeting that car parking income at Queenswood (the key to funding the 2 sites) was projected to be £25k below target for Queenswood and that there was a deficit across the whole of HWT due to challenges with securing grant funding in the current climate. This has necessitated a reduction in staff and reduced **hours'** employees – Trevor has dropped from 2 days a week to 3. Work will be covered using contractors for major works and we will maximise the use of volunteers in a structured way eg, one specific day per week/month and to encourage volunteer groups to work autonomously (with support, training and supervision) where possible. A key focus for HWT at Queenswood will be to ensure that parking income is kept at a suitable level through the correct monitoring of ticket purchases. Across the Trust the focus will be on unrestricted income through retail, membership and fundraising.
4. Update on Bodenham projects:
 - a) ERDF grant application being re-profiled at request of funding body to space out cash flow. Still expected to be successful allowing reprofiling of the lake to occur during the summer/Autumn. Funding should be confirmed by end of March, 2017
 - b) Wetland Gems.- £85K grant agreed for series of works across the Lugg catchment, working with farmers to improve water and habitat quality. More publicity and detail to follow once we have the authority to start from HLF (the funder)
5. Opportunities for local residents to help :
 - a) fundraising: An appeal for funds to erect an Osprey nesting pole would be put before the Parish council by Tony Clark at the next meeting. It was felt that a target of £1,000 in the first instance would be sufficient to establish the pole but a further £5,000 would be needed to set up a video link – preferentially we would install the camera when the pole goes in, as it can be used to view the lake from the Queenswood visitor centre. The camera could be fitted at a later date though.

- b) a group will meet with Trevor Hulme at 2.00 on 25th March at the lake car park to finalise roles for volunteer wardens.
- c) members of the committee with dogs were encouraged to speak to other dog owners and explain the importance of restricting dog access. If any guidance is required on this, please contact James or Trevor.

6. Operational issues update:

-a) the Sailing Club lease is on track for renewal in March and a representative of the club will be asked to attend future meetings.

b) a new education pond had been funded by a £8K grant from Tesco and will be installed and fenced off in June. Its purpose is to provide a safe area for children to pond dip – vital for the **Trust's** educational work on site, but also an improvement to the habitat.

-c) A new **Gilleard's** Hide has been funded, in part by private donations, and will be installed, on a raised platform, on the south side of the lake during the summer. It will be 180 metres inside the wild fowl protected area and no dogs will be permitted to enter the path leading to the hide.

d) Dogs policy on site (and for all HWT holdings) is being drafted

e) Toad patrols recommenced in February. Nationally, numbers were down in 2016, due in part to a cold spring.

f) Volunteer recruitment posters have been distributed for display in Bodenham and Wellington.

5. Notable wildlife sightings over the winter included 8 Waxwings, up to 4 Little Egrets roosting at the lake and good numbers of Mandarin ducks. Otter sightings have been reported on a regular basis. Canada geese numbers seem to have reduced as these birds now favour Sutton lakes.

6. Bodenham Village and Garden Event was planned for 15/16 July and the Trust will have a stall in the church grounds to inform people of its activities.

7. Health and Safety:

A tree survey had identified 5 Poplar trees near the car park which need to be felled subject to SSI approval.

NEXT MEETING : Tuesday MAY 23rd 3.00.

February 2017 accounts

OPENING BALANCE on JANUARY 16th 2017 = £30056.78

Date	Income	Expenditure	Comment
20th January 2017		£37.84	Clerk's PAYE
31st January 2017		£151.67	Clerk's salary
2nd February 2017		£40.00	Room hire of the Parish Hall for litter pick and NDP meetings
8th February 2017	£445.00		£370 from BFPG from Coffee Morning: £75 <i>Newsletter</i> advertising
9th February 2017		£80.00	Mike Darley (footpath repair)
13th February 2017		£11.00	Clerk's expenses
15th February 2017		£30.00	Parish Hall room hire (BFPG quiz night)
16th February 2017		£30.00	Lengthsman's January invoice
TOTALS	£445.00	£380.51	

CLOSING BALANCE on 18th FEBRUARY = (£30056.78 + £445.00 - 380.51) = £30121.27



BODENHAM FLOOD PROTECTION GROUP REPORT
(6 MARCH 2017)

1. Summary of the Past Month. Apart from Storms Doris and Ewan there has been relatively little bad weather over the past month and the last alert by the telemetry system was on 1 February, as I reported at the last Meeting. Since then water levels have remained low and there has been no cause for concern regarding flooding.
2. Monthly Meeting. The Group's monthly Meeting was held on Tuesday, 28 February and was attended by 23 members.
3. The Orchard Close Culvert.
 - a. You will remember that last August Herefordshire Council commissioned Balfour Beatty Living Places (BBLP) to carry out studies of the Orchard Close and Ketch Lane culverts to identify the options and probable costs involved in their possible replacement.
 - b. The results of these studies are now expected and Mr Joel Hockenull, BBLP's Senior Drainage Engineer, called an on-site meeting to discuss the Orchard Close culvert on Wednesday, 8 February. The Chairman and Secretary attended and also present, in addition to Mr Hockenull and Mr Mark Watkins from BBLP, were Cllr James-Moore and the owners of the field, Mr and Mrs Pugh. Various options for the replacement of the culvert and related issues were discussed, but Mr and Mrs Pugh appeared reluctant to accept any of the courses of action suggested and no decisions were made. It remains to be seen what progress, if any, can be made.
 - c. We are still awaiting news of the study into the possible replacement of the Ketch Lane culverts.
4. Future Events.
 - a. The Group is beginning to turn its attention to preparations for the coming working party 'season' which will commence, as usual, next month. One of our first tasks will be to complete the annual sandbag checks which we were unable to finish because of BBLP's delay in providing our last free consignment of empty sandbags. Another task will be painting the new sandbag container at the Parish Hall to protect it from rust and to allow it to blend better into its surroundings. Work on clearing ditches and watercourses will probably start in late April when the evenings are longer.
 - b. Turning to the social calendar, our next event, as I reported last month, is the Garden Party at Millcroft Farm on Sunday, 23 July, when the Lord Lieutenant will present the Secretary with her British Empire Medal. This will be followed by the Group's Annual Barbecue. Councillors will receive their invitations in due course.

K.A.M.