

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 1st April 2019**

**Present:** Cllr A Avery      Cllr T Clark      Cllr S Collin      Cllr J Crane      Cllr P James-Moore  
Cllr T Mitcheson      Cllr T Morris      Cllr D Tilford      Cllr K Tremain

District Councillor Bruce Baker was also in attendance.

4 members of the public were present.

1. **Apologies for Absence.** Apologies for absence were received from Cllr R Layton.
2. **Declarations of Interest.** Cllr Mitcheson declared an interest in Agenda Item 10.
3. **Minutes of the Previous Meeting.** The Minutes of the previous Meeting were approved (Proposer; Cllr Mitcheson: Seconder; Cllr Crane).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 4.1: Parish Council Summit.** Cllr Avery said that he had seen notices in Pembridge about Yarpole Parish Council's community support scheme, but had found no mention of it on the Yarpole Parish Council website. The Clerk said that he would look at the website to check whether the scheme was mentioned in the Yarpole *Newsletter*, if this could be found on the website. **ACTION: CS**
  - 4.2 **Minute 4.2: Parking at the Post Office and Hair Affair.** Cllr Tilford said that he had installed the parking information notices.
  - 4.3 **Minute 4.4: Brockington Road Noticeboard.** Cllr Clark confirmed that the backing to the noticeboard had been replaced.
  - 4.4 **Minute 4.9: Quotations for Playground Path.** Cllr Mitcheson reported that Mr Derek Pritchard had decided not to quote for the work. Cllr Collin said that Mr Fisher had agreed to quote for the work. Cllr Clark said that he had fitted a bracket to support the rotting corner post.
  - 4.5 **Minute 7: Parish and County Council Election on 2nd May.** The Clerk said that he had received an email from Electoral Services at Herefordshire Council clarifying the situation about possible costs to the Parish.
  - 4.6 **Salvation Army Clothes Bank.** The Clerk confirmed that he had forwarded the letter about the Salvation Army Clothes Bank to Mr Robin Knott, the Chairman of the Parish Hall Management Committee. (See also Minute 12.2 and Annex C).
  - 4.7 **Minute 13.2: Gates on the A417.** Cllr Crane said that he had received a three page document from Balfour Beatty for the Parish Council and the contractors to complete and was in the process of completing it.
  - 4.8 **Minute 13.4: Waste Bin in the Conservation Area.** The Clerk reported that he had contacted Balfour Beatty about installing a waste bin in the conservation area, but had not received a reply. The Clerk was instructed to contact Balfour Beatty again. **ACTION: CS**
  - 4.9 **Minute 13.5: Adult Exercise Equipment.** See Minute 6 below.
5. **Opportunity for Members of the Public to Address the Parish Council.**
  - 5.1 Mrs Liz Davies said that she had emailed the Clerk about car parking at the Post Office, because none of the deterrent measures in place seemed to have solved the problems completely. Cllr Tilford suggested that the analyses of SID data might be put on the Parish Website and in the *Newsletter*. Cllr Baker said that he had sent Mrs Davies' email to Balfour Beatty, and that Mr Simon Hobbs had replied to the effect that little more could be done. Cllr

Collin suggested putting a sign inside the Post Office. Cllr Mitcheson suggested that 'Road Narrows', 'Elderly People' and/or 'Slow' road signs might be considered. The Clerk was instructed to contact Mr Hobbs about this suggestion. **ACTION: CS**

6. **Adult Exercise Equipment.** Cllr Tremain had circulated a report, which had been attached as Annex A to the previous Minutes. She explained what the results of the consultation show and what the possible costs of the adult exercise equipment might be, but felt that there had been insufficient responses to the questionnaire to justify proceeding at this point. Cllr Collin said that more responses might have been made, if the Parish Council had a Facebook page. Cllr Avery said that a Facebook page would make the Parish Council more accessible to young people. Cllr Collin offered to create a Parish Council Facebook page. Her offer was accepted (Proposer; Cllr Tilford: Seconder; Cllr Avery). Cllr Mitcheson added that he was in discussion with Mr Richard Horlock about options for upgrading the Parish Website and would ask him about the possibility of linking it to a Parish Council Facebook account.

7. **C1125 Pavement Design Options.**

7.1 The Clerk had circulated a Feasibility Report from Balfour Beatty, which had outlined four possible options for resolving the problem of the gap in the footpath along the C1125 from Ash Grove Road to Hamwyn Joinery. An email from Mrs Yvonne Coleman of Herefordshire Council, which accompanied the Report, suggested that none of the options was viable and that improved signage encouraging pedestrians to use the route via Ash Grove Road, Brockington Road and Millcroft Road was the only practical alternative.

7.2 Cllr James-Moore said that this would not be an effective solution to the problem, while Cllr Tilford said that in his view the third option in the Report was the only viable one. Cllr Mitcheson said that the main reason that the Report cast doubt on the feasibility of any of the options was because it did not consider the possibility of the proposed footpath being less than the ideal two metres wide. Cllr Tilford added that a footpath width of two metres is a recommendation, not a requirement. Cllr Mitcheson pointed out that the new footpath at the C1125 end of Millcroft Road is less than two metres wide, and that the failure of the Report to take into account that a footway can be less than two metres wide meant that the Report is incomplete.

7.3 Cllr Baker was asked for his opinion. He said that the Parish Council should suggest to Balfour Beatty that the third option is viable. Cllr Avery noted that the Report said that the householders in Brockington Road own the verge. Cllr Tilford disputed the accuracy of this, saying that, for example, all verges in Bowley Lane are owned by the Highways Department of Herefordshire Council. Cllr Mitcheson suggested that Balfour Beatty should be asked for an on-site meeting to discuss the viability and possible costs of the third option. Cllr Tilford proposed and Cllr Collin seconded Cllr Mitcheson's suggestion, which was carried unanimously. The Clerk was instructed to approach Balfour Beatty through Mrs Coleman accordingly. **ACTION: CS**

8. **The War Memorial.** The Clerk had circulated a proposal from Historic England to place a Grade 2 listing on the War Memorial. Cllr Mitcheson said that it was disappointing that the proposal was based purely on archive material and that apparently no representative of Historic England had actually visited the Memorial. He suggested that information about its history and significance should be provided to them and offered to prepare this for the Clerk to forward. Cllr Tremain asked about the cost implications of a Grade 2 listing. Cllr Mitcheson said that the only obligation on the Parish Council would be to maintain the War Memorial carefully, as it already did. The Clerk was instructed to reply with the further information, which Cllr Mitcheson would provide. **ACTION: CS**

9. **Reports for the Annual Parish Meeting.** Cllr James-Moore asked for reports from sub-committees to be sent to the Clerk for the Annual Parish Meeting and that local groups be encouraged to submit reports to him, too.

10. **Finance**

10.1 **Monthly Accounts Statements.** The Clerk reported that the monthly bank statement had again not been circulated, because of problems with scanning it, but the monthly accounts and spreadsheet had been circulated. He explained the details of the accounts, which were then approved (Proposer; Cllr Tilford: Seconder; Cllr Tremain) and are attached as Annex A.

10.2 **Spreadsheet.** The Clerk presented the spreadsheet and explained the details thereof.

10.3 **Outstanding Invoices.** The following invoices were presented for payment:

- C D Smith (Clerk's expenses: printer paper )	£9.99
- Leominster Community Resource Centre (March <i>Newsletter</i> )	£211.00
- Siward James and Arkwright Trust (PC room hire)	£47.25
- Mrs B A Mitcheson (Litter pick catering)	£25.35

10.4 The payment of the outstanding invoices was approved (Proposer; Cllr Tilford: Seconder; Cllr Clark).

11. **Planning.** No planning applications for the Parish Council's consideration had been received since the last Meeting.

12. **Updates**

12.1 **Bodenham Flood Protection Group.** Cllr Mitcheson gave a report, which is attached as Annex B.

12.2 **Parish Hall.** An emailed report from Cllr Layton is attached as Annex C.

13. **Correspondence Not Previously Circulated.** The Clerk reported that no correspondence had been received, which had not already been circulated.

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

14.1 **District Councillor's Report.** Cllr Baker reported that:

- Herefordshire Council has agreed its 2019-20 budget, which includes a council tax rise of 4.9%, which includes 2% for Adult and Child Social Care:
- Herefordshire Council has declared Herefordshire to be a 'climate emergency':
- he and Cllr Kema Guthrie (Sutton Walls) met representatives of Herefordshire Wildlife Trust at Bodenham Lake to discuss the use of the Lake by Bodenham Lake Sailing Club. Cllr Baker said that the Wildlife Trust seemed to think that sailing on the Lake disrupted the wildlife, though he wondered whether the Trust's representatives had ever visited the Norfolk Broads:
- there was still no news about the installation of a letter box at England's Field:
- he had no further information about the extra funding for lengthsman, which he had mentioned at the previous Meeting. He suggested that the Clerk should write to Balfour Beatty about this. The Clerk was so instructed. **ACTION: CS**

14.2 Cllr James-Moore said that this was Cllr Clark's last Meeting as a Councillor, because he had decided to retire from the Parish Council. On behalf of the Council she thanked Cllr Clark for his years of service in two spells on the Parish Council and wished him well for the future.

15. **Dates of the Next Meetings.**

15.1 The next Meeting is on 13th May (the Annual Meeting). This will start at 7.00pm.

15.2 There being no other business, the Meeting closed at 8.45pm.

**MARCH 2019 accounts****OPENING BALANCE on 18th FEBRUARY 2019 = £43607.58**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
20th February 2019		£56.76	HMRC (Clerk's PAYE)
25th February 2019	£40.00		Newsletter advertising (Moto Media)
26th February 2019	£50.00		Newsletter advertising (Adam Oliver)
28th February 2019		£227.50	Clerk's salary
5th March 2019	£225.00		Newsletter advertising (various)
8th March 2019		£14.96	Clerk's expenses
11th March 2019		£185.00	March Newsletter
14th March 2019		£60.75	PC room hire
14th March 2019		£64.50	BFPG room hire
<b>TOTALS</b>	<b>£315.00</b>	<b>£609.47</b>	

**CLOSING BALANCE on 14th MARCH = (£43607.58 + £315.00 - £609.47 ) = £43313.11**



**BODENHAM FLOOD PROTECTION GROUP REPORT**  
**(1 APRIL 2019)**

1. **Summary of the Past Month.** Although there were a couple of storms during the past month and a flood alert for the River Lugg was in force for a time, there has been minimal effect on water levels in the local streams..
2. **Monthly Meeting.** On Tuesday, 26 March twenty members attended the Group's monthly Meeting.
3. **River Wye and Lugg Natural Flood Management Project.**
  - a. The first Meeting of the Bodenham Brooks NFM Community Group took place in the Siward James Centre on the evening of Tuesday, 12 March. It was chaired by Mrs Beth Lewis, the NFM Project Officer at Herefordshire Council, and was attended by 10 local residents, in addition to Mr Tom Jolly, the Wye and Usk Foundation Catchment Adviser for Bodenham.
  - b. Mrs Lewis described the progress which had been made with the Project so far. This included the preparation of basic data about the catchments of the Millcroft and Moor Brooks, the production of maps showing the geology, terrain and land use of the area, and work by Mr Jolly to contact local farmers and other landowners about soil management and other NFM measures. Mrs Lewis also described the grant scheme which was being established by the Environment Agency to provide funding for NFM initiatives, the amount of grants being dependent on the extent to which such measures directly benefitted landowners or otherwise.
  - c. She stressed that the Environment Agency requires evidence that NFM produces beneficial results and so there is much work to be done on establishing the base parameters at the start of the Project and then monitoring the changes resulting from the implementation of NFM measures as the Project develops. An important part of this will be investigating the water levels and flow rates in the Moor Brook and the Millcroft Brook over time. At present, the plan is, with permission from Mr and Mrs Maxwell, to site a sensor in the Moor Brook where it flows through the garden of Brook House. As regards the Millcroft Brook, Mrs Lewis has been in touch with Hydro-Logic Services (International) Ltd (HLSI) who maintain the Parish Council's telemetry system at the Brockington Road bridge. The sensor there only records water levels, but it seems likely that HLSI will be able to calculate flow rates as well from that data, so there will be no need to upgrade the sensor itself.
  - d. Mrs Lewis emphasised the need to gather as much local knowledge as possible about the Bodenham catchments and those present at the Meeting were able to provide details of past flood events and where retention ponds and other potentially useful features existed now, or had done so in the past. The next Meeting of the Group is likely to be in about three months'

time and meanwhile this information-gathering process will continue with the aim of developing the Catchment Delivery Plan. As part of this Mrs Lewis is keen to hear from anybody who would like to help with such tasks as fixed point photography and recording the morphology and ecology of the main watercourses. She can be contacted at [bethany.lewis@herefordshire.gov.uk](mailto:bethany.lewis@herefordshire.gov.uk) or on 01432-260 739.

4. **Social Calendar**. Cllr and Mrs Clark have very kindly offered to host the Group's annual Garden Party, which will be held at Rosewood on Saturday, 22 June. As always, Councillors will be most welcome to attend.

K.A.M.

## **Parish Hall report for the Parish Council**

### **March 2019**

The stage curtain is in need of replacing – Robin Knott will look into it.

The Salvation Army has been approached regarding the possible siting of a clothes bank in the grounds of the Hall. A possible contract will be looked into.

A new floor cleaner is also being looked into – possibly a Karcher or a Vax. A new microwave oven for the kitchen is also required. Prices are being sought for these items.

Repairs / renovations to the window and door have been completed.

Flicks in the Sticks has been rejuvenated and ticket sales are improving.

Bookings for the hall are now directed through Robin Knott on 01568 797835 or by email [robinknott835@btinternet.com](mailto:robinknott835@btinternet.com)