

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

**Present:** Cllr A Avery            Cllr S Collin            Cllr J Crane            Cllr P James-Moore  
                 Cllr R Layton            Cllr C Pickard            Cllr D Tilford            Cllr K Tremain

6 members of the public were present.

**Introduction: PCSO Jack Davies.** The Clerk reported that PCSO Davies had sent his apologies - his shift schedule having been recently changed - and that PCSO Davies would be invited to the next Meeting.

1. **Apologies for Absence.** Apologies for absence were received from Cllr Morris and Ward Councillor Harrington.
2. **Declarations of Interest.** Cllr James-Moore declared an interest in Item 12.
3. **Minutes of the Previous Meeting.**
  - 3.1 The Minutes of the previous Meeting were approved as a correct record (Proposer; Cllr Tilford: Seconder; Cllr Crane).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 4.2: Waste Bin in the Conservation Area.** The Clerk reported that the School had agreed in principle to the installation of a waste bin. Cllr Layton was asked to liaise with the School to agree the details. **ACTION: RL**
  - 4.2 **Minute 4.3 Community Speedwatch Scheme.** The Clerk said that he had requested and received an update as to why the Scheme continued to be delayed by the Herefordshire Council project to correct the incorrect location of 30mph signs across the County, but that the update had been difficult to understand, other than that it seemed that the delay would continue for the remainder of the financial year.
  - 4.3 **Minute 4.4: Speed Van on the C1125.** The Clerk reported that the Sutton St Nicholas Parish Clerk had said that speed vans were not used on the C1125, but that a Community Speed Watch Scheme was in operation.
  - 4.4 **Minute 4.5: Playground Sign.** The Clerk reported that neither Glasdon nor Kompan supply suitable signs. The Clerk was instructed to purchase the sign from Amazon, details of which had been circulated prior to the previous Meeting. **ACTION: CS**
  - 4.5 **Minute 4.7: Police and Crime Commissioner Matters.** The Clerk reported that he had completed the questionnaire for parish councils on behalf of the Parish Council, emphasising the need for a more visible local police presence. The Clerk said that he would ask PCSO Jack Davies to talk about the Smartwater offer, if he is able to come to the next meeting. **ACTION: CS**
  - 4.6 **Minute 5.2: 30mph Sign Near to the Post Office.** The Clerk said that he had asked the Lengthsman to cut back the foliage around the sign.
  - 4.7 **Minute 7: Facebook Page.** Cllr Collin said that the Parish Council's Facebook ID would be *bodenham parish council*. Cllr Collin added that the page will not yet take comments and that the uptake will need to be monitored. The Clerk was asked to forward to Cllr Collin any material suitable for inclusion on the page.
  - 4.8 **Minute 8: Gates on the A417 and New Signs.** Cllr Crane said that he is continuing to consider options and that the Transport Sub-Committee will meet and report in due course.

5. **Opportunity for Members of the Public to Address the Parish Council.**
- 5.1 Mrs Gwen Bowden asked who is responsible for cutting the weeds on the small patch of land between the end of the picket fence at England's Field and the A417. The Clerk said that he would ask the Locality Steward. **ACTION: CS**
- 5.2 Mr Tony Clark said that the ACVs on England's Gate Inn and Bodenham Lake expire on 28th August 2019 and 23rd August 2020 respectively at the end of the five year period for which they are granted. The Clerk was instructed to renew both ACVs. **ACTION: CS**
6. **Vacancy on the Parish Council.** Two candidates - Mrs Susan Maxwell and Mr Jason Richards - presented themselves for consideration for the vacancy on the Parish Council. Cllr James-Moore explained to them that the procedure would be for each of them to outline their reasons for wishing to stand for election to the Parish Council and any relevant experience they could bring to the Parish Council. Each candidate did this in the absence of the other. Councillors asked questions of each candidate. Members of the public were asked to leave the room, while councillors considered their decision. After discussion, Mrs Maxwell was elected and joined the Meeting, though unable to vote until formally recognised as a councillor by Herefordshire Council. Cllr James-Moore thanked Mr Richards for standing for election and explained that councillors had been faced with a very difficult decision.
7. **Parish Facebook page.** See Minute 4.7 above.
8. **Succession Planning.** The Clerk explained that it seemed advisable for the Parish Council to plan for future contingencies. Accordingly, a sub-group was set up consisting of Cllrs Collin and James-Moore and the Clerk to make proposals on this issue. **ACTION SC, PJM, CS**
9. **Noticeboard on the Village Green.** Cllr Crane said that the Item referred to the old village green by the War Memorial. Now that the War Memorial was Grade 2 listed and that a garden around the Memorial had been created, a noticeboard would offer information for visitors. Cllr Crane noted that, given that much of the inspiration and work in establishing the garden was done by the late Mrs Patricia Jackson, it would be fitting if the noticeboard could commemorate her. He suggested that the noticeboard could be similar to that on the village green in Bodenham Moor, which cost in the order of £700, and that the content could be derived from existing historical information. Cllr Crane proposed and Cllr Tilford seconded that the idea be agreed in principle, which it was unanimously, and that Cllr Crane research the matter more fully. **ACTION: JC**
10. **Litter Pick Dates for 2020.** It was agreed that litter picks would be held on 21st March and 7th November 2020.
11. **Footpath Sign by the Church Lychgate.** Cllr Crane said that he had been asked about installing a full-sized footpath sign outside the lychgate. Cllr James-Moore said that there are two existing yellow arrows by the lychgate, and that a sign could only point in one direction, whereas the arrows offered a choice of routes. Cllr James-Moore added that installing a sign located inside the gate would require diocesan approval, though, as Cllr Pickard suggested, the sign could be placed outside the gates. After discussion, it was decided to take no further action on the matter.
12. **Finance**
- 12.1 **Monthly Accounts Statements.** The Clerk had circulated the monthly bank statement, the monthly accounts and spreadsheet. He explained the details of the accounts and spreadsheet, which were then approved (Proposer; Cllr Tilford: Seconder; Cllr Tremain). The accounts are attached as Annex A.
- 12.2 **Outstanding Invoices.** The following invoices were presented for payment:
- |  |          |
|--|----------|
| - C D Smith (Printer cartridges; printer paper; stamps; envelopes) | £33.82   |
| - Cllr P James-Moore (Chairman's expenses)                         | £30.95   |
| - Siward James and Arkwright Trust (PC room hire)                  | £58.50   |
| - Leominster Community Resource Centre (June Newsletter)           | £201.75  |
| - JACS UK Ltd (C1121 and C1125 signs and fitting)                  | £2256.48 |
| - Mr M Darley (Footpath Officer invoice 379)                       | £160.00  |

12.3 The payment of the outstanding invoices was approved (Proposer; Cllr Crane: Secunder; Cllr Tremain).

13. **Planning.** The following planning applications were considered:  
 - 191790: *River View: A proposal for a new bathroom with the construction of a first floor, flat roof dormer with window to the rear of the property.* Cllr Tilford had circulated a planning statement, which he outlined. After discussion, it was agreed that the Parish Council would make no objection to the application; (Proposer; Cllr Tilford: Secunder; Cllr Crane).
14. **Updates**
- 14.1 **Bodenham Flood Protection Group.** The Clerk said that Mr Tony Mitcheson had sent a monthly report, which is attached as Annex B and was accepted by the Meeting.
- 14.2 Cllr Crane asked about the proposed installation of a telemetry system in the Moor Brook similar to the one in Millcroft Brook. Cllr Maxwell said that this was unlikely to go ahead.
- 14.3 **Parish Hall.** Cllr Layton said that no recent meeting of the Parish Hall Management Committee had taken place and that the next meeting would be the Annual General Meeting on 17th July. Cllr Layton added that the recent "Big Breakfast" had been a success.
15. **Correspondence Not Previously Circulated.** The Clerk reported that the latest issue of 'Clerks and Councils Direct' had been passed to the Chairman.
16. **Other Business (including the District Councillor's Report).**
- 16.1 **District Councillor's Report.** In the absence of Cllr Harrington there was no District Councillor's report.
- 16.2 Cllr James-Moore reported that Mrs Tricia Jackson, the wife of former Councillor, Mr Dennis Jackson, had died after a long illness. The Clerk was instructed to write to Mr Jackson to offer the Parish Council's condolences. **ACTION: CS**
- 16.3 Cllr Tremain reported that there were issues with some of the trees on the village green and with the bench around an oak tree, which was in poor condition. Cllr Crane agreed to ask a neighbour, who is an expert on arboriculture, for advice about the trees. The Clerk said that he would ask the Lengthsman to look at the bench around the oak tree. **ACTION: CS**
- 16.4 Cllr Tremain also reported that weeds were growing in the gap around the fencing at the Playground. Mr Mike Darley said that the best approach was to spray the weeds and then remove them. The Clerk was instructed to ask Mr Tony Mitcheson about spraying the weeds. **ACTION: CS**
- 16.5 Cllr Layton said that he has asked Mr Colin Stallard and Mr Dennis Griffiths about quoting for the installation of a path from Brockington Road to the playground gate.
- 16.6 Cllr Avery said that a small hole has appeared in the playground surface, which needs attention. Cllr Avery agreed to take a photograph, which the Clerk could send to Kompan - the installers of the Playground - for their attention. **ACTION: AA and CS**
17. **Dates of the Next Meetings.**
- 17.1 The next Meetings are at 7.30pm on 5th August and 2nd September.
- 17.2 There being no other business, the Meeting closed at 9.15pm.

**JUNE 2019 accounts****OPENING BALANCE on 17th MAY 2019 = £50350.65**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
20th May 2019		£56.76	HMRC (Clerk's PAYE)
20th May 2019		£220.00	Lengthsman's invoice 58
21st May 2019		£168.00	Hydro International (telemetry credits)
21st May 2019		£185.00	May Newsletter
21st May 2019		£201.75	April Newsletter
22nd May 2019		£13.50	BFPG room hire
22nd May 2019		£1400.00	Parochial Church Council grant
22nd May 2019		£60.92	Playground repair expenses
22nd May 2019	£5.00		Newsletter advertising
23rd May 2019		£29.00	Clerk's expenses (April)
31st May 2019		£227.50	Clerk's salary
5th June 2019		£70.00	Footpath Officer invoice 375
7th June 2019		£17.00	Clerk's expenses (May)
11th June 2019		£150.00	Lengthsman's invoice 60
12th June 2019	£374.92		Parish Hall car park loan payment
13th June 2019		£100.00	For D Pritchard (SID moving)
18th June 2019		£749.83	Parish Hall car park loan payment
<b>TOTALS</b>	<b>£379.92</b>	<b>£3649.26</b>	

**CLOSING BALANCE on 18th JUNE = (£50350.65 + £379.92 - £3649.26) = £47081.31**



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

1. **Summary of the Past Month.** Yet again, the weather has been such as to raise no concerns about flooding.
2. **Monthly Meeting.** On Tuesday, 25 June fifteen members attended the Group's monthly Meeting.
3. **Provision of a Telemetry System for the Moor Brook.**
  - a. As previously reported, it has been suggested that, since the NFM Project is unable to fund a telemetry system in the Moor Brook, the Parish Council, helped by the BFPG, might consider paying for such a system instead. It is understood that this suggestion was raised at the last Parish Council Meeting and that the Council has requested a quote before proceeding any further. Hydro-International have been asked to produce this and a meeting was held with them on Thursday morning (27 June) to look at possible sites at Brook House so that they can finalise their calculations. The quote should then be available for this (1 July) Parish Council Meeting.
  - b. At the BFPG's monthly Meeting the subject was discussed at some length. Amongst the points made it was noted that the NFM Project is for the benefit of the Parish and therefore the Parish should do what it can to support the Project. However, no support has been requested by the Project and, indeed, it might not have the funding to make proper use of a second telemetry system if that was provided. Furthermore, there seems to be no pressure from the Environment Agency for data from a sensor in the Moor Brook in addition to that from the existing system in the Millcroft Brook. It appears likely that the catchment areas of the two Brooks are so similar and so close together that information from the Millcroft Brook can be extrapolated to the Moor Brook, making a second system merely 'nice to have' rather than essential to the Project's success.
  - c. Quite apart from the NFM Project, there is the question of the potential value to local residents of having a second early warning system in place, not just for the duration of the NFM Project, but in the longer term. However, it was pointed out that the only properties affected by flooding from the Moor Brook are Brook House and Eastfields Farm and, on the assumption that the Moor Brook reacts to severe weather in much the same way as the Millcroft Brook, these residents can easily receive warnings from the sensor in the latter.
  - d. The mood of the Meeting was that, whilst a telemetry system in the Moor Brook might be a "nice to have" for the NFM Project, its long term usefulness was limited and its associated costs were high. After a show of hands, one member was in favour of the proposal, seven were against and seven held no strong views.

4. **Contribution to Research.** On 31 May we received an email from a Mr Adam Wood who is starting a Masters degree in Human Geography at Aberystwyth University. For this Mr Wood is “researching how the co-creation of knowledge between flood policy makers, the environments agency [*sic*] and local communities within and around Herefordshire and the Wye has been effectively used in policy”. He has visited Beth Lewis, the NFM Projector Coordinator at Herefordshire Council, and he requested a telephone interview with the Chairman. This took place at 2.00pm on 11 June and lasted about an hour, during which the Chairman answered questions about all aspects of the Group’s activities and suggested other people whom Mr Wood might usefully contact. He also invited him to meet members by attending the working party session on 21 June, but in the event this invitation was not taken up.

5. **Working Parties.**

a. The third working party of the ‘season’ took place on Friday, 14 June when 13 members started work on the section of the Millcroft Brook between Millcroft Farm and the Ketch Lane culverts. There had been quite a lot of rain in the second week in June, so this session was notable for being conducted in deeper and faster flowing water than the Group had ever attempted before. All those taking part had to wear waders because the water was too deep for wellingtons, but, despite this and the poor visibility caused by the amount of silt coming down the stream, about half of the section was completed.

b. The fourth working party was held on Friday, 21 June in much better conditions and the 12 members taking part finished clearing the Millcroft Farm – Ketch Lane section of the Brook and started work on the section downstream of Ketch Lane. This session, like the one before it, was followed by refreshments and relaxation at Millcroft Farm

c. The next two sessions will be held at 6.00pm on Fridays, 12 and 26 July, meeting at Millcroft Farm and with refreshments to be available afterwards. As always, Councillors are most welcome to take part.

6. **Social Calendar.**

a. The Annual Barbecue was held at ‘Rosewood’ on The Moor on Saturday, 22 June by kind invitation of Mr and Mrs Clark. Some 25 members and guests attended, the weather was excellent and everybody thoroughly enjoyed the evening.

b. The next event on the Group’s social calendar is the Annual Bonfire Party which will be held at Millcroft Farm at 6.00pm on Saturday, 12 October. As always, attendance by Councillors will be most welcome.

K.A.M.