

BODENHAM PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 1st June 2015**

Present: Cllr Alec Avery, Cllr Bob Clarke, Cllr Stan Davis, Cllr Pam James-Moore (Chair), Cllr Tony Mitcheson, Cllr Jeff Pollard.

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

1. **Introduction: Presentation by Mike Darley (Prospective Footpath Officer).**
 - 1.1 Mr Mike Darley gave a short presentation about his work as a footpath officer, after which Cllr Avery asked about the costs to a parish council of employing a footpath officer. Mr Darley gave examples of the costs, (a metal kissing gate would cost £150, a wooden gate £120, strimming £60 per kilometre, removing trees £15 per hour). Mr Darley agreed to email a complete set of his charges.
 - 1.2 Cllr Mitcheson asked Mr Darley whether he would be able to combine being footpath officer for Bodenham with his work for other parishes. Mr Darley replied that he would be able to do that.
 - 1.3 The Clerk was instructed to obtain the necessary forms from Herefordshire Council for registering a footpath officer. **ACTION: CS**
2. **Submission of Declaration Forms and ratification of Decisions of Previous Meeting.** Councillors submitted their declaration of interest forms to the Clerk, who signed as a witness to their signatures. Cllr Avery proposed and Cllr Pollard seconded that the decisions of the previous Meeting be ratified. This was agreed unanimously.
3. **Apologies for Absence.** Apologies for absence were received from Cllrs Roger Austin, Jamie Booth and Dennis Jackson, and District Councillor Bruce Baker.
4. **Declarations of Interest.** Cllr Mitcheson declared an interest in Item 11.
5. **Co-option to a Vacancy on the Parish Council.** Mr Les Herbert was proposed by Cllr Clarke and seconded by Cllr Davis to be co-opted to the remaining vacancy on the Parish Council. This was agreed unanimously.
6. **Minutes of the Previous Meeting.** The Minutes of the previous Meeting were accepted as a correct record (Proposer, Cllr Mitcheson: Seconder, Cllr Avery).
7. **Matters Arising from the Minutes.**
 - 7.1 **Minute 5.3: The North Herefordshire Hunt.** The Clerk was instructed to request that the North Herefordshire Hunt provide a timetable for the walking of their hounds through the village. **ACTION: CS**
 - 7.2 **Minute 12.3: Bunn Lane.** The Clerk was instructed to ask the Locality Steward to contact the landowner about the stones from Bunn Lane being swept on to the C1121. **ACTION: CS**
8. **Opportunity for Members of the Public to Address the Parish Council**
 - 8.1 Mrs Gwen Bowden asked about the trees on the village green, given that one had fallen recently. The Clerk was instructed to ask the Locality Steward to arrange an inspection of the trees. The Clerk was also instructed to place an item in the next *Newsletter* asking property owners to check any trees on their land for possible signs of weakness. **ACTION: CS**
 - 8.2 Mrs Bowden commented that many notices are not removed after an event has taken place and that many are placed on telegraph poles. Cllr Mitcheson said that notices can be removed from telegraph poles by anyone at any time.

9. Councillors' Reports on the Parish Plan.

9.1 **Communications.** Cllr Mitcheson reported that the technical problems with the Parish Website, which prevented him from directly uploading large documents such as the *Newsletter*, had not been resolved, but ways of getting round this had been implemented.

9.2 **Young People.** In the absence of Cllrs Booth and Cllr Jackson no report was given.

9.3 **Health.** Cllr James-Moore said that she had asked Cllr Davis and Mr and Mrs Bowden to report on any future Patients' Consultative Group meetings.

9.4 **Environment.** Cllr Clarke reported on the ongoing problems with Maund Common. He said that Herefordshire Council will not take action beyond writing to the individuals concerned.

9.5 **Wildlife.** Cllr Pollard reported that he had emailed Mrs Sasha Norris and would arrange a meeting with her as soon as possible to discuss issues about Bodenham Lake.

9.6 **Leisure.** In the absence of Cllr Austin no report was given.

10. Road Safety

10.1 Cllr Mitcheson reminded the Parish Council that it had agreed to invest in gates and vehicle activated systems (VASs) on the A417. After discussion, it was agreed that the installation of VASs should be prioritised. Cllr Clarke asked about hiring VASs. Cllr Mitcheson said that in the long term the cost would be prohibitive. It was agreed that Cllr Mitcheson would circulate the documentation he had gathered about VASs and their prices for a second time, so that a decision could be made at the next Meeting, and that, accordingly, the Clerk should place an item on the next Agenda. **ACTION: TM and CS**

11. Finance

11.1 **Monthly Accounts.** The Clerk confirmed that the accounts had been circulated as a spreadsheet, which was then displayed. The accounts were approved (Proposer; Cllr Clarke; Seconder; Cllr Pollard), and are attached as Annex A.

11.2 **Improving the Monthly Statement of Accounts.** Cllr Mitcheson had circulated a new, improved version of the monthly accounts, which was discussed and approved for future use.

11.3 **Invoices.** Cllr Clarke proposed and Cllr Pollard seconded that the following invoices be paid and this was agreed:

• Clerk's expenses (cartridges, large envelope stamps)	£17.96
• Mrs B A Mitcheson (chest waders for BFPG)	£57.34
• Siward James and Arkwright Trust (BFPG room hire)	£18.00
• Mrs B A Mitcheson (4 Rakes for BFPG)	£34.29
• DC Gardening Services (Lengthsman)	£594.00
• Mr G. Homan (removing fallen tree)	£125.00
• Parochial Church Council (2015-16 grant)	£1000.00

12. Planning

12.1 The following planning application was considered:

- **151246: Land to the Rear of Newton House: Proposed new custom build3-bedroom cottage.** Cllr Avery said that accepting the proposed development would set a precedent for the Bovis Homes development, because both are within 400m of an intensive livestock unit. Cllr Clarke agreed with Cllr Avery. The Clerk was instructed to liaise with Mr David Tilford to produce a planning statement. **ACTION:CS**

13. Updates.

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

13.2 Parish Hall.

13.2.1 Cllr Pollard reported that the Parish Hall Committee were having problems in securing the required three estimates for the provision of the upgrade to the toilets. Cllr Pollard said that he had expressed concern that the front door to the building can be difficult to secure, which, considering the value of some of the items in the building, suggested that it may be prudent to look into the cost of upgrading the doors. Cllr Pollard further reported that bookings are at a satisfactory level.

13.2.2 Cllr Clarke noted that quotations had been obtained previously for replacing the front door of the Parish Hall. Cllr Avery asked about the steel beam, which used to span the

entrance to the car park. Cllr Clarke said that it had been removed to allow the Lucton School bus to gain access.

13.3 **Lengthsman.** The Clerk reported that he had circulated a quotation from the Lengthsman for cutting the verges of Millcroft Road and Ketch Lane and spraying the weeds in the ditch along Ketch Lane. Cllr Mitcheson said that the quotation seemed rather expensive and that work in Ketch Lane was more important than that in Millcroft Road. He suggested obtaining a quotation from Mr Mike Stephens. The Clerk was instructed to do this. **ACTION:CS**

13.4 **Neighbourhood Plan.** Cllr Mitcheson said that he had nothing to report.

14. **Correspondence Not Previously Circulated.**

14.1 The Clerk confirmed that no correspondence had been received which had not previously been circulated.

15. **Other Business.**

15.1. **District Councillor's Monthly Report.** In Cllr Baker's absence there was no District Councillor's Report.

15.2 **Church Records.** Cllr Davis reported that he was continuing to search the Bodenham Church records for the information sought by Cristina Laura Ferraris. Cllr Mitcheson offered to publish the records on the Parish Website if they could be lent to him.

16. **Date of Next Meeting.**

16.1 The next Meeting will be held on 6th July at 7.30pm. The Meeting thereafter will be held on 3rd August.

16.2 There being no other business, the Meeting closed at 8.30pm.

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Telemetry System												
Speeding initiatives												
C Recharge												
British Legion Grant								50.00				
TOTAL PC Expenditure	192.11	2,093.09	1,695.70	395.11	582.56	1,838.72	985.12	1,575.51	1,084.14	622.65	1,889.28	1,862.36
PC closing Balance	23,962.70	22,787.86	21,632.08	21,361.97	20,949.41	25,240.69	24,625.57	23,300.06	22,865.83	23,096.43	21,482.63	20,029.77
BFPG Open Balance	3,455.57	3,403.07	3,415.07	3,322.37	3,331.81	3,238.29	3,211.47	3,211.47	3,538.22	3,473.57	3,473.57	3,913.57
BFPG Inc		30.00		30.00				365.00			440.00	130.00
BFPG Ex	52.50	18.00	92.70	20.56	93.52	26.82		38.25	64.65			
BFPG Closing Balance	3,403.07	3,415.07	3,322.37	3,331.81	3,238.29	3,211.47	3,211.47	3,538.22	3,473.57	3,473.57	3,913.57	4,043.57
N Plan Open Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
N Plan Income												
N Plan Expenditure												
N Plan Closing Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LADY Close Orchard	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00
Defibrillator Fund Opening Balance	166.78	166.78	216.78	216.78	216.78	216.78	216.78	216.78	216.78	216.78	-407.22	-407.22
D Fund income		50.00										
D Fund expenditure										624.00		331.20
Defibrillator Fund Closing Balance	166.78	216.78	216.78	216.78	216.78	216.78	216.78	216.78	216.78	-407.22	-407.22	-738.42
Bodenham LHG	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00
Total Sub-accounts Balance	3,917.85	3,979.85	3,887.15	3,896.59	3,803.07	3,776.25	3,776.25	4,103.00	4,038.35	3,414.35	3,854.35	3,653.15
Total Closing Balance	27,880.55	26,767.71	25,519.23	25,258.56	24,752.48	29,016.94	28,401.82	27,403.06	26,904.18	26,510.78	25,336.98	23,682.92

BODENHAM FLOOD PROTECTION GROUP REPORT
(1 JUNE 2015)

1. **Summary of the Past Month.** Although May was apparently wetter than average, there have been no flood risk concerns.
2. **Monthly Meeting.** Our Meeting on Tuesday, 26 May was attended by 20 members.
3. **Proposed Housing Developments.** The submission by Bell Homes of their full planning application (P/151055/RM) for the construction of 40 houses on the field opposite England's Gate and the potential issues raised by their proposals for the disposal of surface water run-off, foul water and sewage were briefly discussed. The exhibition by Hook Mason Architects of their proposals for the construction of up to 10 houses along the A417 adjacent to England's Gate Inn with access through the Inn's car park was also mentioned. The Chairman and Secretary are making arrangements to brief the District Councillor, Cllr Bruce Baker, on both sites and on Bovis Homes' application for 49 houses on Shuker's Field.
4. **Flood Resilience at a Community Level in the United Kingdom and the Netherlands.**
 - a. As reported last month, we took part in an on-line survey organised by Mr Steven Forrest, a PhD Researcher on Flood Resilience at the University of Groningen. Defra subsequently suggested to Mr Forrest that he should follow up the survey by interviewing the BFPG direct and the Chairman and Secretary had a two hour meeting with Mr Forrest at Imperial College in London on Tuesday, 19 May.
 - b. Mr Forrest explained that he had been visiting flood groups around the country to assess what lessons could be learned about improving flood resilience at community level, both in England and in the Netherlands where there were no such groups since flood protection is all government funded. During the meeting the Chairman and the Secretary covered every aspect of the Group's work and suggested to Mr Forrest that he should visit the BFPG, preferably for a monthly meeting or a working party session, so that he could meet and interview members. Mr Forrest indicated that this might be a possibility.
5. **Herefordshire Voluntary Organisations Support Service (HVOSS).** HVOSS held one of their monthly funding breakfasts in Hereford on Tuesday, 5 May. At this Mr David Tristram, the Regeneration Officer at Herefordshire Council, spoke about funding opportunities for organisations and individuals running projects in the County. The Chairman and the Secretary attended this briefing and discussed the replacement of the Ketch Lane culverts with him. Not surprisingly this project does not fall within the scope of most of the sources of funding available. Nevertheless, Mr Tristram suggested that the Group should write to him with details and he would investigate further.
6. **River Lugg Internal Drainage Board (IDB).** The River Lugg IDB's annual tour of inspection took place on Thursday, 14 May and was attended by Mrs Anne Wheeler, the Chairman of the English Severn and Wye Regional Flood Committee. Board members visited a number of projects across the County where the IDB have been carrying out work to clear and improve watercourses and prevent flooding. The tour ended at Millcroft Farm where members were shown the work which had been done to reprofile the relief channel and clear it of accumulated silt. The Chairman and the Secretary took the opportunity to set up the Group's display of photographs and to describe the BFPG's work to Mrs Wheeler and IDB members, which generated a lot of interest.
7. **The Wye Catchment Partnership.**
 - a. Through the Chairman's membership of the River Lugg IDB we have come into contact with the River Wye and Usk Foundation which does a great deal of work on improving the state of these two rivers and the habitat which they provide for fish and wildlife generally. (<http://www.wyeuskfoundation.org/>)
 - b. Together with National Resources Wales, the Foundation is hosting The Wye Catchment Partnership which "was established in 2014 with support from Defra and the Welsh government to bring the

farmers, foresters, planners, charities, statutory bodies and people who have an interest in the Wye together to secure better outcomes for the Wye catchment and the environment we rely on” (<http://www.wyecatchment.org/>). In particular, the Partnership has been tasked with delivering the River Wye Nutrient Management Plan aimed at reducing the level of phosphates in the Wye to meet EU standards.

c. Because of the work of the BFPG, the Chairman and the Secretary have been invited to attend a meeting of the Partnership on Monday, 15 June in Leominster.

8. **Working Parties.** Further working party sessions were held on:

a. **Friday, 8 May.** This took place at Millcroft Farm where 15 members of the Group cleared the brook of vegetation and silt alongside the Millcroft Farm orchard. The work of clearing silt from the Ketch Lane culverts was also started.

b. **Friday 22 May.** It was decided that the 11 members who attended should concentrate on the Ketch Lane culverts. As a result, the old (East) culvert is now about half clear of silt and it has been agreed that the next two working party sessions on Friday, 5 June and Friday 22 June should concentrate on finishing the task.

9. **Future Social Events.** As always Councillors are most welcome to attend any, or all, of the following events:

a. **Annual Barbecue.** Mr and Mrs Schwartz have once again kindly offered to host the Annual Barbecue, which will be held at Willow Cottage, Maund Bryan on Saturday, 27 June 2015.

b. **Annual Bonfire Party.** The annual Bonfire Party will be held on Saturday, 3 October at Millcroft Farm.

c. **Annual Quiz Night.** The Annual Quiz Night will be held in the Parish Hall on Friday, 27 November 2015.

K.A.M.