

BODENHAM PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 11th May 2015**

Present: Cllr Roger Austin, Cllr Alec Avery, Cllr Jamie Booth, Cllr Stan Davis, Cllr Dennis Jackson, Cllr Pam James-Moore (Chair), Cllr Tony Mitcheson, Cllr Jeff Pollard.

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

1. **Apologies for Absence.** Apologies for absence were received from Cllr Bob Clarke and District Councillor Bruce Baker.
2. **Declarations of Interest.** No declarations of interest were made.
3. **Minutes of the Previous Meeting.** References to “Mr Peter Brown” in Item 6.1 of the Minutes of the previous Meeting were amended to “Mr Peter Jones”. In Item 12.2 the proposer was Cllr Clarke, not Cllr Jackson. The Minutes were then accepted as a correct record (Proposer, Cllr Pollard: Secunder, Cllr Jackson).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 1: Presentation by Mr David Baume of Hook Mason Architects.** Cllr James-Moore commented that the exhibition of the proposals for the development, which had taken place on 6th May, had not produced any changes to the plans apart from the extension of the footpath around the corner from the A417 to the C1125 and the acceptance of a suggestion that a footpath be installed behind England’s Gate Inn to connect the site to Millcroft Road.
 - 4.2 **Minute 13.1: Ashgrove Croft Planning Application.** The Clerk reported that he had liaised with Mr David Tilford, as requested, and had submitted a response to the application to Herefordshire Council. The Clerk commented that Marden Parish Council had also objected to the application.
 - 4.3 **Minute 6.2: Telephone Kiosk Light.** The Clerk reported that he had contacted Mr Jonathan Sant about the light and had been told that it was difficult to repair, because it was a sealed, non-standard fitting. Mrs Gwen Bowden reported that she had found an electrician who had offered to repair the light in return for some advertising in the *Newsletter* and on the Parish Website and noticeboards. It was agreed that Mrs Bowden should approach him.
ACTION: GB
 - 4.4 **Minute 6.3: Assets of Community Value (ACVs).** Mr David Tilford suggested that public support for seeking ACVs for properties in Bodenham should be gauged by putting an item in the *Newsletter*. Cllr Jackson proposed and Cllr Avery seconded that an ACV should be applied for in respect of England’s Gate Inn. This was agreed unanimously.
ACTION: CS
 - 4.5 **Minute 7.3: Councillors’ Reports on the Parish Plan: Health.** Mrs Rhiannon Powell reported that all the equipment had arrived and that a location for the defibrillator at the Surgery had been identified, which would cost less for installation than had been anticipated. Mrs Powell said that she and Mrs Margaret James were re-formatting the instructions for using a defibrillator to make them easier to understand. Although no training is necessary to use a defibrillator, a trained person will be able to use one more quickly, and a training course can be provided, if ten people sign up for it. Mrs Powell asked whether the Parish Council could fund refreshments for a training course. This was agreed and the Clerk was instructed to place an item in the *Newsletter* asking for volunteers to sign up for the course.
 - 4.6 **Minute 11.1.6: Vehicle Activated Signs (VASs) and Gates for the A417.** The Clerk reported that Mr Roger Sell of Balfour Beatty had replied to him to the effect that Traffic Regulation Orders (TROs) were not needed for the installation of VASs and gates. Cllr Mitcheson suggested writing to Balfour Beatty to inform them that Bodenham Parish Council intends to proceed with the installation of VASs and gates. The Clerk was instructed to write to Balfour Beatty and to place an item on the next agenda about VASs and gates.
ACTION: CS

5. **Opportunity for Members of the Public to Address the Parish Council.**
- 5.1 Mr Tony Clark reported that several speed signs were obscured by foliage in the village, especially up Bowley Lane. The Clerk was instructed to contact the Lengthsman about this.
ACTION: CS
- 5.2 Mrs Rhiannon Powell reported that the Lengthsman had cut a patch of grass in Orchard Close, which some residents had felt should be left for wild flowers to grow in. It was agreed to ask the Lengthsman not to cut this patch in future.
ACTION: CS
- 5.3 Mrs Gwen Bowden asked about a timetable for the Hunt walking hounds across the A417 and around the Village. The Clerk was instructed to ask the Hunt to provide a timetable.
ACTION: CS
6. **Councillors' Reports on the Parish Plan.**
- 6.1 **Communications.** Cllr Mitcheson reported that there had recently been some technical problems with the Parish Website, which had made uploading large documents such as the *Newsletter* impossible. These had been caused by the firm hosting the Website changing its servers without any advance warning. He had therefore been in contact with Mr Richard Horlock and had been working with him to resolve the issue.
- 6.2 **Young people.** Cllr Jackson agreed to liaise with Cllr Booth on this area of the Plan.
ACTION: DJ/JB
- 6.3 **Health.** See Minute 4.5 above.
- 6.4 **Environment.** Cllr Clarke was not present at the Meeting.
- 6.5 **Wildlife.** Cllr Pollard reported that he had spoken to Mrs Sasha Norris and would be holding further discussions with her.
- 6.6 **Leisure.** Cllr Austin said that had nothing to report, adding that development of the playground awaited information on Section 106 funding.
7. **Grant Request from the Parochial Church Council**
- 7.1 The Clerk reported that he had received and circulated a request from the Parochial Church Council for a grant towards the upkeep of the churchyard. Cllr Avery commented that the cost of the upkeep of the churchyard had risen because it appeared that the grass was to be cut ten times instead of the eight times which had been sufficient for the previous year. Cllr Mitcheson noted that the Parish Council had donated £1000 in 2014-15 towards the upkeep of the churchyard. Cllr Pollard proposed and Cllr Jackson seconded that a grant of £1000 be donated to the Parochial Church Council for 2015-16. This was agreed unanimously.
ACTION:CS
8. **Finance**
- 8.1 **Monthly Accounts.** The Clerk confirmed that the accounts had been circulated as a spreadsheet, which was then displayed. The accounts were approved (Proposer; Cllr Austin; Seconder; Cllr Pollard), and are attached as Annex A.
- 8.2 **Invoices.** Cllr Jackson proposed and Cllr Pollard seconded that the following invoices be paid and this was agreed:
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| - Clerk's Expenses (printer cartridges and paper} | £35.00 |
| - Bodenham Parish Hall (room hire 18th February) | £10.00 |
| - Bodenham Parish Hall (room hire for various meetings) | £35.75 |
| - DC Gardening Services (Lengthsman) | £1078.20 |
| - Leominster Community Resource Centre (May <i>Newsletter</i>) | £177.50 |
9. **Planning**
- 9.1 The following planning applications were considered:
- **151009: The Olde Weaving Shed:** Proposed extension of existing balcony and new balcony on above level to rear of property.
 - **151090: Land at the Walled Garden, Bodenham Manor:** Proposed demolition of former school building and erection of two dwellings and associated detached garages.
- 9.2 The Parish Council decided to make no objections to each of these applications.
- 9.3 **151055: Land Opposite England's Gate Inn: Reserved Matters for Construction of 40 new Dwellings with Associated infrastructure.** Cllr Mitcheson

reported that the Secretary of the BFPG had emailed an objection to this application on behalf of the Group and that he and Mr David Tilford had produced a planning statement for the application, in which several reasons for objecting to the application were stated. The Clerk was instructed to send Mr Tilford's planning statement to Herefordshire Council. Cllr Mitcheson suggested that, given the serious concerns raised by the application, individual residents should be encouraged to write letters of objection to it. **ACTION:CS**

10. **Updates.**

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

10.2 **Parish Hall.** Mrs Rhiannon Powell reported that the next season of films at the Parish Hall starts on 11th September and that the recent Arts Alive event had been a great success, although, of the 80+ people who had attended, only 5 came from Bodenham. Mrs Powell added that the next Arts Alive event will be in mid-September

10.3 **Lengthsman.** The Clerk reported that the Lengthsman been very busy during the last month having sprayed weeds in gutters around the Village, as well as carrying out his normal schedule and attending to other requests from residents. (See also Minutes 5.1 and 5.2 above).

10.4 **Neighbourhood Plan.** Cllr Mitcheson reported that little progress had been made on the Neighbourhood Plan, partly because of a shortage of volunteers able to help with the work and partly because Herefordshire Council's draft Core Strategy still remains subject to change. Mr David Tilford said that he was optimistic that a useful Neighbourhood Plan would be produced in time, but that the bureaucracy involved in producing it was very frustrating.

11. **Correspondence Not Previously Circulated.**

11.1 The Clerk reported that no correspondence had been received which had not previously been circulated.

12. **Other Business.**

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

12.2 **Damage to Road Kerbs.** Cllr Avery commented that the Lengthsman has done an excellent job of spraying the weeds in the gutters, but it was now apparent that a visit from the road sweeping machine was necessary. The Clerk was instructed to ask the Locality Steward to arrange this. Cllr Pollard said that the weed spraying had also revealed how damaged the edges of some of the roads had become. The Clerk was asked to mention this to the Locality Steward.

ACTION:CS

12.3 **Bunn Lane.** Cllr Pollard asked whether the state of Bunn Lane could be addressed. The Clerk said that he had mentioned Bunn Lane to the Locality Steward, but would do so again.

ACTION:CS

12.4 **The 426 Bus Service.** Cllr Mitcheson asked Mr Steve Lavender to give an update about changes to the 426 bus service. Mr Lavender said that a grant had been made for additional services, but was for 2015-16 only. Cllr Mitcheson asked whether increased usage of the service would result. Mr Lavender said that residents of Stoke Prior would use the additional services. Cllr Booth said that services could be timed better and planned better, coinciding with market days, for example.

13. **Date of Next Meeting.**

13.1 The next Meeting will be held on 1st June at 7.30pm. Subsequent meetings will be held on 6th July and 3rd August.

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

BODENHAM PARISH COUNCIL 2014-15

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
PC Opening Balance	18,004.81	23,962.70	22,955.79	21,800.01	21,529.90	21,117.34	25,408.62	24,793.50	23,467.99	23,033.76	23,264.36	21,650.56
Income												
Newsletter	400.00	325.00	165.00	125.00	170.00	380.00	370.00	250.00	275.00	75.00	114.50	409.50
VAT Refund											160.98	
Car Park Loan			374.92						374.91			
Lengthsman										778.25		
Neighbourhood Plan												
Precept	5,750.00					5,750.00						
TOTAL	6,150.00	325.00	539.92	125.00	170.00	6,130.00	370.00	250.00	649.91	853.25	275.48	409.50
Expenditure												
Miscellaneous											141.41	861.78
Car Park Loan			749.83						749.83			
Church Grant								1,000.00				
Clerk Salary	121.29	151.67	151.67	151.67	151.67	151.67	151.67	151.67	151.67	151.67	151.67	151.67
Clerk Expenses		16.92	6.36	19.00	25.50	33.36	27.36		37.00	15.64	21.36	11.82
HMRC	30.32	37.84	37.84	37.84	37.84	37.84	37.84	37.84	37.84	37.84	37.84	37.84
Insurance		503.98										
Website												
Newsletter		336.50	185.00	186.60	159.85	250.00	353.25			370.00	250.00	386.75
Playground repairs							200.00					200.00
Room Hire	40.50	15.00			67.50	65.25		81.00		47.50	63.00	55.00
Lengthsman		270.00	565.00		140.20	1,110.00	215.00	255.00	107.80		24.00	90.00
N Plan Expenditure												67.50
Playground Inspection						40.60						
Audit						150.00						
Parish Hall Grant											1,200.00	
Parish Plan												
Telemetry System												
Speeding initiatives												
C C Recharge												
British Legion Grant								50.00				

BODENHAM FLOOD PROTECTION GROUP REPORT
(11 MAY 2015)

1. **Summary of the Past Month.** Once again there has been very little rain and therefore no flood risk concerns.
2. **Monthly Meeting.** Our Meeting on Tuesday, 28 April was attended by 26 members. We also welcomed Mr Bruce Baker, the Conservative candidate to replace Cllr Jeremy Millar as the Councillor for the Hampton Court Ward in the forthcoming Herefordshire Council elections.
3. **Proposed Housing Developments.** The attention of members was drawn to:
 - a. 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 Inn and the potential issues raised by their proposals for the disposal of surface water run-off, foul water and sewage.
 - b. The notification by Hook Mason Architects of their intention to submit an outline planning application 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.
4. **Flood Resilience at a Community Level in the United Kingdom and the Netherlands.** 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. This is part of a four year research project being conducted by an international team based at the University of Groningen in the Netherlands and Westminster University in England on ways of increasing flood resilience at a community level in both countries. Defra have suggested to Mr Forrest that he should follow up the survey by interviewing us direct and that is being arranged.
5. **Annual BFPG Report.** The Group's draft Report to the Annual Parish Meeting was circulated for comment.
6. **Working Parties.** The first working party session of the 2015 'season' was held on Friday, 24 April at the Brockington Road bridge when 18 members started the clearance of the Millcroft Brook both immediately upstream and downstream of the bridge. The second session took place on Friday, 8 May and members continued work on the Brook from Millcroft Farm down towards the Ketch Lane culverts, before enjoying refreshments at Millcroft Farm itself.
7. **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 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.