

**MINUTES OF THE PARISH COUNCIL MEETING
AT THE SIWARD JAMES CENTRE
AT 7.30 PM ON MONDAY, 2nd JUNE 2014**

Present: Cllr Bob Clarke, Cllr Roger Austin, Cllr Stan Davis, Cllr Pam James-Moore, Cllr Tony Mitcheson (Chair), Cllr Jeff Pollard, Cllr Rhian Powell.

District Cllr Jeremy Millar was also present. 10 members of the public were present at the start of the Meeting.

1. **Apologies for Absence.** Apologies for absence were received from Cllr Alex Avery and Cllr Dennis Jackson.
2. **Declarations of Interest.** Cllrs Powell and Mitcheson declared an interest in Item 10.
3. **Minutes of the Previous Meeting.** The Minutes of the previous Meeting were accepted as a correct record (Proposer; Cllr Austin: Seconder; Cllr Clarke).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 4.2: Repairs to the Mounting Block.** Cllr Pollard reported that he had received a quotation for the repairs of £150. This quotation was accepted (Proposer; Cllr Clarke: Seconder; Cllr Davis). Cllr Pollard was asked to pursue the matter. **ACTION: JP**
 - 4.2 **Minute 4.3: Bus Consultation.** Cllr Davis asked that Cllr Millar request that the Bodenham to Leominster service should not be cut. Cllr Millar said that he had written requesting this and that no decision had yet been taken. He added that a community bus service is being developed and that this will be discussed at the next ward meeting for clerks and chairmen.
 - 4.3 **Minute 5.1: Obscured Sign on the A417.** Mrs Gwen Bowden reported that the foliage obscuring the sign on the A417 had still not been removed. The Clerk was instructed to report this again. **ACTION: CS**
 - 4.4 **Minute 5.2: Removal of Signs and Notices.** The Clerk reported that he had placed an item in the *Newsletter* about the removal of unsolicited and out-of-date signs and notices. Cllr Powell asked who could remove such signs and notices. Cllrs Clarke and Mitcheson said that anyone could remove such signs. Cllr Powell asked when the signs could be removed. Cllr Mitcheson said that, if they were simply fly posted around the Village, they could be removed at any time. Cllr Clarke added that signs should certainly be removed immediately after the date of the event to which they referred.
 - 4.5 **Minute 6.2: Communications.** Cllr Mitcheson said that no replacement had yet been found for Mr Richard Horlock, but that the matter was not yet urgent. He was asked to pursue the matter. **ACTION: TM**
 - 4.6 **Minute 7.1: Footpath Officers' Report.** The Clerk confirmed that he had sent a copy of the Footpath Officers' report to Herefordshire Council.
 - 4.7 **Minute 7.2: Reinstatement of the Bridleway.** The Clerk said that he had reported that the section of the bridleway between Holbatch Lane and Preston Wynne had yet to be reinstated and that he had requested a timetable for the reinstatement.
 - 4.8 **Minute 8.1: Report on the Trees on the Village Green.** The Clerk reported that he had contacted Mr Adrian Hope of Adrian Hope Tree Services to accept the recommendations in Mr Hope's report. Cllr Austin said that he had made one visual inspection of the trees and would continue to inspect them regularly.
 - 4.9 **Minute 8.2: Councillors' Expenses.** The Clerk was instructed to reply to Herefordshire Council about councillors' expenses, saying that councillors would not claim any allowances, but would claim for out-of-pocket expenses, as has always been the case. **ACTION: CS**
 - 4.10 **Minute 10.2: Preparation of Accounts.** The Clerk confirmed that he had prepared the accounts for this Meeting. See Minute 10.1 below.

4.11 **Minute 12.3: Lengthsman.** The Clerk reported that he had asked the Lengthsman to trim the edge of Millcroft Road along the brook to improve visibility and that the Lengthsman had carried out the work. Cllr Powell suggested that budgetary constraints might mean that the Lengthsman should not carry out all the grass cutting formerly carried out by Balfour Beatty.

5. **Opportunity for Members of the Public to Address the Parish Council.**

5.1 Mrs Ann Stephens reported that the grass in Orchard Close had been cut, as requested, and asked whether the Lengthsman had done this. The Clerk said that he assumed so.

5.2 Mrs Gwen Bowden remarked that she had observed on one occasion that only two passengers were on the Bodenham to Leominster bus and three on the return journey, and that she understood why the service is vulnerable to being cut.

5.3 A member of the public asked about progress on installing a path to the bus shelter at Chapel Lane. The Clerk said that Balfour Beatty had been looking into the matter, but that he would ask them for an update. **ACTION: CS**

5.4 Mr David Tilford asked whether Cllr Mitcheson could provide an update about the future of Queenswood and Bodenham Lake. Cllr Mitcheson said that the proposal from New Leaf is proceeding and that Herefordshire Nature Trust have now joined the bidding group. He added that some confusion had arisen from articles in *The Herefordshire Times* and the *Bodenham Newsletter* about interest in Bodenham Lake from Siren Conservation Education, who were holding a public meeting in Bodenham shortly. Cllr Powell offered to attend the meeting as an observer. Cllr Mitcheson said that Mr Stan Gyford of New Leaf had written to Siren Conservation Education seeking clarification of their interest. Cllr Millar said he understood that New Leaf and Herefordshire Nature Trust were holding discussions with Herefordshire Council, and that, while new bids are still possible, the Autumn was the intended time for completion of any transfer process.

6. **Councillors' Reports on the Parish Plan.**

6.1 **Road Safety.** Cllr Clarke said that nothing had been heard from Ms Justine Heath of Balfour Beatty following the meeting which he, the Clerk and Mrs Gwen Bowden had had with her, but that Ms Heath had said that she was very busy. The Clerk was instructed to seek an update from Ms Heath. **ACTION: CS**

6.2 **Communications.** See Minute 4.5.

6.3 **Health.** Cllr Powell had produced a report on progress towards the acquisition of a defibrillator, which is attached as Annex A. Cllr Mitcheson asked what should happen next. Cllr Powell said that fundraising activities and training sessions were to be arranged, and the Ambulance Service were to be contacted.

6.4 **Leisure.** Cllr Austin said that he had nothing to report.

7. **Vacancy on the Parish Council.**

7.1 The Clerk reported that Herefordshire Council had sent a notice and a form - now displayed on the noticeboards - by which residents could request that an election be held to fill the vacancy. If no request was made, the vacancy could be filled by co-option. Cllr Mitcheson requested that the Clerk send the notice and form to him for addition to the Website. **ACTION: CS**

8. **Core Strategy Consultation.**

8.1 The Clerk reported that Herefordshire Council was holding a public consultation on its draft Core Strategy and that details of this had been circulated and placed on the noticeboards. Cllr Mitcheson said that details are also on the Website. Mr David Tilford added that a free DVD is available containing the Core Strategy documentation.

9. **First World War Commemoration.**

9.1 Cllr Powell asked whether there was a feeling that Bodenham should commemorate the First World War in some way. She said that The Woodland Trust were offering trees and that applications for these could be made until September this year. Cllr Mitcheson asked for ideas as to where trees might be planted. Cllr Powell suggested that Bodenham Lake

might accommodate commemorative trees. Cllr Mitcheson suggested that commemorative planters or something similar might be considered for placing around or near the War Memorial. Cllr James-Moore asked whether any other organizations in Bodenham were doing anything to commemorate the War. No Councillors had heard of any other commemoration being planned. Cllr Clarke said that it was unfortunate that it was not possible to access the Herefordshire Council Record Office at present. Cllr Millar replied that it was still open during one week in each month. The Clerk was instructed to place an item in the *Newsletter* about commemorating the War. **ACTION: CS**

10. Finance.

10.1 **Monthly Accounts Statements.** The Clerk had prepared the monthly accounts, and reported that the accounts now included a separate section for the Neighbourhood Plan. The accounts are attached as Annex B.

10.2 It was agreed that the following outstanding invoices should be paid (Proposer, Cllr Clarke: Seconder, Cllr Davis).

- DC Gardening Services (Lengthsman's invoice)	£565.00
- Clerk's Expenses (stamps)	£6.36
- Mrs P James-Moore (stamps)	£38.16
- Mr P Tomlinson (noticeboard)	£450.00
- Mrs Babs Mitcheson (maps)	£11.92
- Mrs Babs Mitcheson (BFPG tools)	£92.70
- Leominster Community Resource Centre (April Newsletter)	£185.00

11. Planning.

11.1 **Planning Sub-Committee Membership and Function.** Cllr Mitcheson asked that the planning sub-committee - made up of Cllrs Clarke, James-Moore and Pollard - should continue to function by agreeing a view on each planning application and informing the Clerk, Cllr Millar and Mr David Tilford of this view.

11.2 The following planning applications were considered:

- **141389: Rheola Meadow: Proposed Erection of Agricultural Machinery Store.** Cllr Powell asked about the location of the proposed building, which seemed to be very visible, and about access to it. Mr David Tilford said that access would be from both Bowley Lane and the Isle of Rhea. Cllr Clarke said that he had concerns about the size, location and access for the proposed building. It was agreed, at Cllr Mitcheson's suggestion, that the planning sub-committee should visit the site and report their view. **ACTION: Planning Sub-Committee**

- **141158/F: Broxmere: Maund Common: Proposed Removal of Condition 4, DCNC2005/F Three Holiday Chalets.** It was agreed that the Parish Council had no objection to the application (Proposer; Cllr James-Moore: Seconder; Cllr Powell).

- **141352: Land at Gritt Farm (Adjacent to Hill View), Chapel Lane: Proposed Agricultural Worker's Dwelling with Garage and new Vehicular Access.** Mr David Tilford had prepared a planning statement about the application. Cllr Powell asked why the proposed dwelling was necessary and whether it was justified, given the points in Mr Tilford's statement. Cllr Clarke said that the application is really for a new house, not for an agricultural worker's dwelling. It was agreed that Mr Tilford should draft and circulate a response to the application and that the response should be sent to Herefordshire Council, if Councillors agreed with it. **ACTION: DT**

12. Updates.

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

12.2 **Parish Hall.** Cllr Powell reported that the lights in the Hall's corridor are to be replaced, as are the windows. However, the proposed installation of solar panels had been deferred. Cllr Millar said that organizations were being encouraged to reduce the costs of solar panel installation by collaborating in order to be able to buy in bulk. Cllr Powell noted

that there were still places available for the Arts Alive event and that Flicks-in-the-Sticks would continue in the Autumn.

12.3 **Lengthsman.** The Clerk reported that the Lengthsman had carried out his regular schedule and had met all the requests for special work, which had been received.

12.4 **Neighbourhood Plan.**

12.4.1 Cllr Mitcheson reported that the Neighbourhood Plan Meeting at St Michael's School on 15 May had been well supported with 43 residents present, of whom 12 had been from the Conservation Area. Ms Claire Rawlings, the independent planning consultant now working with the Steering Group, had given a short talk and had highlighted the possibility of employing a criteria-based approach instead of, or in addition to, the imposition of settlement boundaries, as a means of directing where future development took place. A discussion of the implications of this had followed her talk, during which residents had been encouraged to let the Steering Group have their views on what criteria might be adopted, as well as on six possible variations of a settlement boundary for the Conservation Area that were on display. Comment sheets were available for residents to complete on these issues, or indeed any other neighbourhood planning matters. The sheets could be handed in after the Meeting, e-mailed to the Steering Group, or placed in the boxes available either at Millcroft Farm or Bodenham Chapel.

12.4.2 Cllr Mitcheson went on to say that the Steering Group would be meeting with Ms Rawlings shortly to hear her initial comments on the draft Neighbourhood Plan and the other work they had done so far, together with her recommendations on the way forward. On a related issue Hughes Architects had been in communication with Cllr James-Moore seeking informal reactions to their outline plans for the development of the field opposite England's Gate Inn, the Neighbourhood Plan's preferred site for any future development in Bodenham Moor.

13. **Correspondence Not Previously Circulated.**

13.1 The Clerk reported that there was no correspondence which had not been circulated previously.

13.2 Cllr James-Moore confirmed that she had received a letter from Hughes Architects about the proposed development opposite England's Gate Inn asking for a letter of support to be sent from the Parish Council to Herefordshire Council. Cllr Mitcheson said that the Parish Council could not support a proposal which had not yet been finalized or submitted as a formal planning application. Cllr James-Moore said that she would reply to Mr Hughes and would point him towards the publicly available documents about the Neighbourhood Plan, which were accessible on the Parish Council website. **ACTION: PJ-M**

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

14.1 **District Councillor's Report.** Cllr Millar said that he was unable to produce a report because of his commitments as cabinet member at Herefordshire Council for Young People and Children's Wellbeing, which had been subject to Ofsted inspection for four weeks recently.

14.2 **Request for Grant by Bodenham Chapel.** Cllr Mitcheson reported that a request for a grant had been received from Mrs Gwen Bowden on behalf of Bodenham Chapel for replacing rotting windows at the Chapel. He asked Mrs Bowden what fundraising initiatives the Chapel had undertaken. Mrs Bowden replied that funding for the Chapel comes only from its members, although the Cafe at the Chapel raises funds for charity. Cllr Mitcheson said that more information was needed about the Chapel's running costs and income. Cllr James-Moore suggested that a copy of the Chapel's accounts could be provided. Cllr Mitcheson added that the Chapel might approach the Bodenham Community Charity for help. Cllr Clarke pointed out that a request for a grant and a request for a specific purpose should not be confused.

14.3 **Bodenham Lake Brownfield Site.** Cllr Pollard said that there was a lot of support for the development of the brownfield site at Bodenham Lake and asked whether

such development would affect the New Leaf proposal for the Lake. Cllr Powell said that her recollection was that, when Mr Stan Gyford spoke to the Parish Council about the New Leaf proposal, he had said that the development would affect the proposal.

15. **Date of Next Meeting.**

15.1 The next Meetings will be held on 7th July and 4th August

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

Parish Plan: Health**Defibrillator Update for Parish Council Meeting 2nd June 2014**

- ⤴ West Midlands Ambulance Service (WMAS) confirm we would be eligible for training of the public in Basic Life Support, and Semi-Automatic Defibrillator, at no charge.
- ⤴ Bodenham Women's Group consider between 6 and 10 members would volunteer for training; other residents would be encouraged to take advantage of the free day's training as well.
- ⤴ British Heart Foundation (BHF) recommend two makes of defibrillator.
- ⤴ Each defibrillator needs to be housed in a security box.
- ⤴ WMAS have supplied information about two security boxes with frost protection heater and internal light, with options for electronic keypad, and solar power package.
- ⤴ WMAS estimate costs range from £600 to £800 per housing.
- ⤴ Margaret James will complete the British Heart Foundation application form requesting two defibrillators, with a minimum contribution from Bodenham of £400 per machine.
- ⤴ Potential locations for defibrillators are: Marches surgery (we have agreement, but would need access to an electricity supply via a 3 pin plug); the area of the school or church – either by agreement with one or other institution, or locating the defibrillator on a mounting post with solar power package.
- ⤴ Bodenham Carers' Group has started fundraising, with a paper-based quiz (available from Margaret, or at the Post Office).
- ⤴ Bodenham Women's Group have agreed to fundraise.
- ⤴ Margaret will talk to other community groups about possible fundraising.
- ⤴ WMAS suggested that we approach businesses within the parish for sponsorship or a financial contribution.
- ⤴ The defibrillator at Brockington Golf Club could be located externally, to be available outside cafe hours, but funding would be needed for a secure housing.

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
N Plan Income												
N Plan Expenditure		77.59										
N Plan Closing Balance		3802.41										
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
BLHG	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00
Tot Closing Balance	22574.61	21541.19	20501.52	19680.89	19874.16	18965.52	27000.49	26341.97	23824.93	17075.53	16485.65	16456.72

BODENHAM FLOOD PROTECTION GROUP REPORT
(2 JUNE 2014)

1. **Summary of the Past Month.** Although there has been a fair amount of rain recently, the ground has been dry enough to soak it up and the watercourses have been clear so that it has been able to get away quickly. There has therefore been virtually no change in the level of the Millcroft Brook which has remained only a few inches deep throughout the month.
2. **Monthly Meeting.** Our fifth Meeting of the year on Tuesday, 27 May was attended by 25 members.
3. **Ms Lorna Price.**
 - a. On the night of Sunday, 18 May one of the Group's most active members, Ms Lorna Price, was involved in a serious road traffic accident near Aberystwyth. A car came round a bend at high speed, lost control and hit the vehicle in which she was travelling head-on.
 - b. Her boyfriend, who was driving, escaped with whiplash, cuts and bruises, but Ms Price had to be cut from the vehicle and airlifted to a Stoke-on-Trent hospital. There was concern that she might have suffered brain damage, but fortunately this is not the case, although she has suffered significant spinal injuries. She is now out of hospital and staying with her parents until she has recovered.
4. **External Contacts.**
 - a. **Herefordshire Council.** We continue to await a response about the Ketch Lane and Pugh's Field culverts and about our offer to help Herefordshire Council and Balfour Beatty with monitoring and signing road closures when the Ketch Lane junction is flooded.
 - b. **Environment Agency Visit to Survey the Relief Channel.** As reported at the last Meeting, the Environment Agency have agreed to carry out a survey of the relief channel. It is hoped that its results will reflect the fact that, as shown in the bad weather last winter, the relief channel spills any excess water coming down the Brook, or backing up from the River Lugg, onto the flood plain and away from the Village. This, in turn, may result in updated Environment Agency maps which may more accurately indicate the flood risk to the local area. The survey was originally planned for 22 May, but had to be postponed because of the forecast of bad weather for that day. It is now due to take place in the first half of June.
 - d. **Convergent Volunteers Project.** As reported at the last Meeting, a researcher from Warwick University's Business School interviewed the Chairman and Secretary on 9 May as part of a DEFRA-funded project on how best use can be made of 'convergent volunteers', *i.e.* those volunteers who turn up without prior warning to offer their help during a flooding emergency. He and a colleague are now planning to visit the Group's working party session on 27 June.
5. **Working Parties.**
 - a. On Friday, 30 May 17 members continued the task of clearing the build-up of silt and vegetation in the Brook opposite the orchard at Millcroft Farm. As previously reported, this is work which, if it can be done now, will not take a lot of effort, but, if left, could create significant problems in the future.

b. The next two working party sessions are planned for Friday, 13 June and Friday, 27 June. As always, Councillors are very welcome to visit the Group on these occasions, either simply to see the work being done, or – better still – to lend a hand and enjoy the social get-together afterwards!

7. **Social Events**. The next event on the Group's social calendar is the Annual Barbecue which is being held on Saturday, 28 June at Willow Cottage, Maund Bryan by kind invitation of Mr and Mrs Schwartz. Again, Councillors are very welcome to attend. (Details are in the 'Future Events' section of the Parish Website www.bodenhamparish.org.uk).

K.A.M.