

BODENHAM PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 5th November 2015**

Present: Cllr Roger Austin, Cllr Bob Clarke, Cllr Stan Davis, Cllr Les Herbert, Cllr Dennis Jackson, Cllr Pam James-Moore, Cllr Tony Mitcheson.

District Councillor Bruce Baker was also in attendance.

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

1. **Apologies for Absence.** Apologies for absence were received from Cllr Alec Avery.
2. **Declarations of Interest.** Cllr James-Moore declared an interest in Item 8.3 on the Agenda.
3. **Minutes of the Previous Meeting.** The previous Minutes were accepted as a correct record (Proposer; Cllr Mitcheson: Seconder; Cllr Davis) after the following amendments:
 - **Minute 6.2.** Correct to read: "Mrs Eileen Watson reported that the hedge on the corner of Church Road opposite the War Memorial was overgrown and is obstructing the pavement. The Clerk was instructed to ask the Lengthsman to address the problem."
 - **Minute 10.3.** Add: "Cllr Clarke told the Meeting many times that a detailed written request for a grant had been sent to the Council and an invoice was raised in accordance with the Council's previous instructions (under the chairmanship of Cllr Ling). At no time did the Parish Hall Management Committee or Cllr Clarke assume that a grant would be made and they take no responsibility for the raising of a cheque before the Council had approved the grant."
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 1: Introduction: Report from Mr Mike Darley (Parish Footpath Officer).** The Clerk reported that he had circulated Mr Darley's list of standard charges, as instructed. The Clerk further reported that he had thanked Mr Darley for repairing a damaged post and rail on footpath BM17, but had been told by Mr Darley that he had not done the repair and would appreciate finding out who had done it.
 - 4.2 **Minute 5.2: Playground Swing Bolts.** Cllr Mitcheson reported that he had inspected the swings and felt that no immediate action was needed. They should, however, be regularly monitored.
 - 4.3 **Minutes 5.3: Defects in Millcroft Brook.** The Clerk reported that he had been told by the owner of 22, Brockington Road that the repairs to Millcroft Brook behind his property had been completed.
 - 4.4 **Minute 5.4: Road Safety.** Cllr Mitcheson reported that following the retirement of Mr Roger Sell at Balfour Beatty, Ms Rebecca Martin was now dealing with the matter.
 - 4.5 **Minute 6.3:** Mrs Liz Davies reported that the Lengthsman had not cleared the moss from the pavement opposite the War Memorial very effectively.
 - 4.6 **Minute 6.5.** Cllr Clarke said that the sign at the junction of Ketch Lane was now facing in the right direction.
 - 4.7 **Minute 6.6.** The Clerk reported that he had contacted the Locality Steward about arranging a parish walk.
5. **Opportunity for Members of the Public to Address the Parish Council.**
 - 5.1 Mr Tony Clark reported that the inspection cover near the top of Church Road on the left needs replacing. The Clerk was instructed to report this. **ACTION: CS**
 - 5.2 Mr Tony Clark reported that the rubbish left by BT Openreach in Chapel Lane had not yet been removed. The Clerk was instructed to report this again. **ACTION: CS**

5.3 Mr Tony Clark reported that the warning markers opposite the Chapel Lane bus stop had been knocked down. Mr Clark said that he had one and the Clerk had another.

5.4 Mr Tony Clark reported that the Lengthsman had not cleaned the moss off the War Memorial.

5.5 Mr Tony Clark reported that the drains opposite Vern Croft and opposite Sycamore Close in Bodenham Moor are blocked. The Clerk was instructed to report this.

ACTION: CS

5.6 Mr Tony Clark reported that the verge next to Pigeon House had been churned up by tractors turning into Bunn Lane. The Clerk was instructed to write to the landowner.

ACTION: CS

5.7 A member of the public reported that the bamboo growing through the pavement at 1, Ashgrove Close had not been removed. The Clerk was instructed to ask again both the Lengthsman and the Locality Steward to inspect the site and to make recommendations for action. The Clerk was also instructed to write again to the owner of the property about the problem.

ACTION: CS

5.8 Cllr James-Moore reported that the hedge along the side of 1, Brockington Road needs to be trimmed. The Clerk was instructed to ask the Lengthsman about this.

ACTION: CS

6. **Winter Maintenance Scheme.** The Clerk reported that he had received a form for ordering salt under the Winter Maintenance Scheme, which Mrs Babs Mitcheson had completed. The Clerk was instructed to send the form to Balfour Beatty. **ACTION: CS**

7. **Resignation of Cllr Pollard.** Cllr James-Moore reported that Mr Jeff Pollard had resigned from the Parish Council. Cllr James-Moore thanked Mr Pollard for his service on the Parish Council and for agreeing to continue to help with moving the SID. The Clerk was instructed to write to Mr Pollard on behalf of the Parish Council expressing its appreciation for his service as a councillor. **ACTION: CS**

8. Finance

8.1 The Clerk presented a draft budget for the 2016-17 precept, which had been circulated previously. Cllr Mitcheson suggested that a sub-committee should be formed to examine the draft precept budget and the annual accounts in order to present a proposed figure for the 2016-17 precept to the December meeting of the Parish Council. This was agreed, as was the composition of the sub-committee - Cllrs Mitcheson and Jackson and the Clerk.

ACTION: TM, DJ and CS

8.2 **Monthly Accounts.** The Clerk confirmed that the accounts had been circulated as a spreadsheet. The accounts were approved (Proposer; Cllr Austin: Seconder; Cllr Clarke) and are attached as Annex A.

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

· Clerk's expenses (Stamps, printer cartridge)	£14.48
· Mrs P James-Moore (Expenses - stamps)	£38.88
· DC Gardening Services (Lengthsman's invoice)	£654.00
· Leominster Community Resource Centre (October <i>Newsletter</i>)	£201.75

9. Planning

9.1 Cllr James-Moore thanked Cllr Mitcheson, Cllr Bruce Baker, Mr David Tilford and Mr Jim Crane for their contribution to the Parish Council's case against the proposal by Bovis Homes to build 49 houses on land to the South of Chapel Lane. Their input had been instrumental in persuading Herefordshire Council's Planning Committee to reject the application. The Clerk was instructed to thank Mr Crane and Mr Tilford formally by writing to them. **ACTION: CS**

9.2 The following planning applications were considered:

- **152989: Bodenham Manor Annexe: various alterations.** Mr William Heather-Hayes described the existing annexe, which once contained a rifle range. He said that he would not sell the annexe after it had been refurbished, but would rent it, after having lived in it while the proposed replacement dwelling for Bodenham Manor

was being built. He added that the only external changes to the annexe would be a new roof and windows, new flues at the rear and the reinstatement of the middle chimney. The Parish Council had no objection to the proposals. The Clerk was instructed to write to Herefordshire Council accordingly, using a planning statement, which had been received from Mr David Tilford.

ACTION: CS

- 153090: Bodenham Manor: Proposed erection of a 5-bedroomed house and detached garage to replace Bodenham Manor. Mr Heather-Hayes said that the planning application was to demolish the existing Manor and to replace it on the existing footprint. The school extension would be demolished and not replaced: the existing roof slates would be re-used. He reported, however, that the Herefordshire Council Conservation Officer was unhappy with the proposal to make the upper storey of the proposed house timber-framed, and would prefer the proposed house to be stone throughout. Mr Heather-Hayes felt that Herefordshire Council did not share the views of the Conservation Officer. He further reported that Historic England had inspected the existing property and had no objection to its demolition. Cllr Baker said that he was dismayed by the length of time it was taking to arrive at a decision, and that he had asked the relevant planning officer - Mr Mark Tansley - to come to a decision or to refer the application to the Herefordshire Council Planning Committee. The Parish Council agreed that it had no objection to the application.

10. **Updates.**

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

10.2 **Parish Hall.** In Cllr Pollard's absence Mrs Gwen Bowden reported that the Parish Hall Management Committee still needed a Parish Council representative and was still seeking a Treasurer. She further reported that no progress had yet been made on replacing the main door of the Parish Hall, and that dog fouling on the land around the Hall had increased. The Clerk was instructed to place an item in the *Newsletter* about this last point.

ACTION: CS

10.3 **Lengthsman.** See Minute 4.5, 5.4, 5.7 and 5.8 above and 12 below.

10.4 **Neighbourhood Plan.** Cllr Mitcheson said that the approval of the application to develop the land opposite England's Gate Inn, the rejection of the Bovis application (unless appealed) and the adoption of the Herefordshire Council Core Strategy meant that work on the Neighbourhood Plan could now resume. He gave a summary of the latest information from Herefordshire Council on neighbourhood planning and added that 73 parishes in Herefordshire are producing plans, the most in any county in England. Of these 10 had now produced formal draft plans (Regulation 14), 6 more had submitted their plans (Regulation 16) and 3 had reached the penultimate stage of having their plans examined.

11. **Correspondence Not Previously Circulated.** The Clerk reported that he had loaned a copy of 'Clerks and Councils Direct' to Cllr Mitcheson, and would circulate it to other councillors at their request.

12. **Other Business.** Cllr Avery requested that the Lengthsman clear blocked drains opposite Eastfields Farm and check the drains along the whole length of that stretch of the C1125. The Clerk was instructed to ask the Lengthsman to do this. (See also Minute 5.1 above).

ACTION: CS

13. **Date of Next Meeting.**

13.1 The next Meetings will be held on 7th December and 4th January.

13.2 There being no other business, the Meeting closed at 8.50pm.

	Apr	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar
PC Closing Balance	24,296.30	23,563.28	20,287.13	19,242.57	18,031.20	23,861.20	22,146.69	22,641.85	21,787.08	21,307.24	20,652.40	9,972.55
BFPG Opening Balance	3,455.57	3,403.07	3,415.07	3,305.44	3,275.94	3,338.12	3,391.47	3,371.97	3,342.47	3,312.97	3,283.47	3,603.97
BFPG Income		30.00			91.68	82.85	10.00				350.00	
BFPG Expenditure	-52.50	-18.00	-109.63	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50
BFPG Closing Balance	3,403.07	3,415.07	3,305.44	3,275.94	3,338.12	3,391.47	3,371.97	3,342.47	3,312.97	3,283.47	3,603.97	3,574.47
N Plan Opening Balance	0.00	0.00	0.00	0.00	336.00	336.00	336.00	336.00	0.00	0.00	0.00	0.00
N Plan Income												
N Plan Expenditure				336.00								
N Plan Closing Balance	0.00	0.00	0.00	336.00	336.00	336.00	336.00	336.00	0.00	0.00	0.00	0.00
Defibrillator Fund Opening Balance	-633.22	-633.22	-583.22	-179.72	-179.72	-179.72	-179.72	0.00	0.00	0.00	0.00	0.00
D Fund income		50.00	7.50									
D Fund expenditure			396.00									
Defibrillator Fund Closing Balance	-633.22	-583.22	-179.72	-179.72	-179.72	-179.72	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
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	3,117.85	3,179.85	3,473.72	3,780.22	3,842.40	3,895.75	4,055.97	4,026.47	3,660.97	3,631.47	3,951.97	3,922.47
Total Closing Balance	27,414.15	26,743.13	23,760.85	23,022.79	21,873.60		26,202.66	26,668.32	25,448.05	24,938.71	24,604.37	13,895.02



BODENHAM FLOOD PROTECTION GROUP REPORT **(2 NOVEMBER 2015)**

1. **Summary of the Past Month.** For yet another month there is nothing to report on the subject of flood risk. The emphasis is now on ensuring that residents do not become complacent; the situation could change literally overnight. Now is the time to check that all precautionary measures have been taken before the onset of winter.

2. **Monthly Meeting.** Our Meeting on Tuesday, 27 October was attended by 31 members and the main subjects of discussion were the latest situation regarding housing developments in Bodenham Moor and feedback from the Presentation of the Queen's Award for Voluntary Service (QAVS) on Friday, 23 October.

3. **The Queen's Award for Voluntary Service (QAVS).** The general feeling was that the QAVS Presentation had been a great success and had been much enjoyed by all those who had attended. The expenses incurred by individual members who had provided food and drink are now being collated and refunded as appropriate. The other issue which was discussed was where the QAVS Award certificate, the crystal, the citation and the Group's Pride of Herefordshire Award should be kept,. One option which seemed to be generally favoured was that they should be housed in a cabinet in the hall of the Siward James Centre, but further work was needed to refine this proposal further.

4. **Sandbag Stocks.** The Locality Steward has provided the Group with the 200 empty sandbags we had requested. We are awaiting the 100 filled bags we ordered some months ago, but unfortunately these will only be produced following the survey of all parish requirements across the whole County and this has not yet been completed. Balfour Beatty are placing a single order with Radbournes and we have asked that our element of this at least should be delivered direct to the Parish Hall, rather than to some central depot.

5. **Annual Quiz Night.** Our next social event is the Annual Quiz Night, which will be held in the Parish Hall on Friday, 27 November 2015. Doors open at 7.00pm for a 7.30pm start. Entry is £6.00 per head, which includes refreshments. Those attending can bring their own wine - glasses will be available. Tables are for 6 players and Councillors are, of course, most welcome to attend, and perhaps to put in a team.

K.A.M.