

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 3rd August 2015**

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

District Councillor Bruce Baker was also present.

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

1. **Introduction: Mr Andrew Price and Mr Derek Hopkins from the North Herefordshire Hunt.** The Clerk reported that, owing to Mr Price's illness, no representatives of the Hunt would attend the Meeting.
2. **Apologies for Absence.** Apologies for absence were received from Cllrs Alec Avery, Jamie Booth and Jeff Pollard.
3. **Declarations of Interest.** There were no declarations of interest.
4. **Minutes of the Previous Meeting.** The previous minutes were accepted as a correct record (Proposer; Cllr Mitcheson: Seconder; Cllr Clarke) after the following corrections had been made:
  - Minute 4: Cllr Clarke did not declare an interest in Item 12 on the Agenda;
  - Minute 9.1: "Cllr Clarke" should read "The Clerk";
  - Minute 12.2: Cllr Pollard was not present, so could not have seconded the proposal. It is not known who the actual seconder was.
5. **Matters Arising from the Minutes.**
  - 5.1 **Minute 2: Introduction 2: William Heather-Hayes re. the Proposed Demolition of Bodenham Manor.** Mr Heather-Hayes said that a decision on the planning application had been delayed until 22nd August, because a conservation officer at Herefordshire Council considered that the Manor is of importance within the conservation area and wishes to do more research on the matter. Mr Heather-Hayes said that the planning officer had initially over-ruled the conservation officer, but is now considering whether there are any possible legal objections to approving demolition. Mr Heather-Hayes added that without approval for demolition the Manor would probably be allowed to decay beyond repair and would be developed thereafter. He asked the Parish Council to express support for his plans to Herefordshire Council.
  - 5.2 **Minute 6.2: Bunn Lane.** The Clerk reported that he had inspected the end of Bunn Lane with the Locality Steward, whose view was that the problem arose because of the state of disrepair of the end of Bunn Lane. Rectifying this was the responsibility of the landowner, whom she would contact.
  - 5.3 **Minute 9: Road Surface near 'Littlefield'.** The Clerk reported that the road surface near 'Littlefield' had been repaired.
  - 5.4 **Minutes 11.6 and 11.7: Road Safety.** See Minute 7.7 below.
  - 5.5 **Minute 13.1: 150437: Land to the South of Chapel Lane.** The Clerk reported that he had sent the amended planning statement to councillors.
  - 5.6 **Minute 16.2.** The Clerk confirmed that he had written to the organisers of the Bodenham Flower Festival.
6. **Opportunity for Members of the Public to Address the Parish Council.**
  - 6.1 Mr Tony Clark reported that properties in Chapel Lane had been affected by dust blowing from the adjacent grain store. He said that a similar incident had arisen some years ago and, given that a condition of approval for the construction of the grain store was that dust caused by its operations should be controlled, the then Clerk had written to Mr Simon Wells of Lower Hope

Farm, Ullingswick about the matter. The Clerk was instructed to write to Mr Wells about the recent incident. **ACTION: CS**

6.2 Mr Clark reported that bolts on the baby swing at the playground and on an upright on the large swing were working loose. The Clerk was instructed to ask the Lengthsman to attend to the bolts as a matter of urgency. **ACTION: CS**

6.3 Mr Clark asked about making England's Gate Inn an Asset of Community Value. The Clerk reported that an application form had been submitted.

6.4 Mr Clark reported that no repairs had been made to the defects in Millcroft Brook at the rear of 22 Brockington Road and Brockington House. The Clerk was instructed to write to the property owners again. **ACTION: CS**

6.5 Mr Clark reported that BT Openreach contractors had cut back overhanging branches and foliage and had dumped them in the ditch running down Chapel Lane. The Clerk was instructed to ask BT Openreach to remove the debris. **ACTION: CS**

6.6 Mr Clark reported that the bus shelter opposite England's Gate Inn was full of litter. The Clerk was instructed to ask the Lengthsman to clear the litter from the bus shelter. **ACTION: CS**

## 7. **Councillors' Reports on the Parish Plan.**

7.1 **Communications.** No report was given.

7.2 **Young People.** Cllr Booth had sent a written report in which he said that a sailing club open day is planned for early September with an emphasis on youth development. He had added that the possibility of cycling at the Lake remained uncertain as the future ownership of the Lake was still not confirmed because of objections to the transfer, and that putting together some family friendly rides from Bodenham was under consideration.

7.3 **Health.** No report was given.

7.4 **Environment.** No report was given.

7.5 **Wildlife.** In Cllr Pollard's absence no report was given.

7.6 **Leisure.** No report was given.

7.7 **Road Safety.**

7.7.1 Cllr Mitcheson said that it was now clear that vehicle activated systems (VASs) would not be permitted on the A417, but that speed indicator devices (SIDs) would be. The confusion had been caused by a misunderstanding between himself and Herefordshire Council.

7.7.2 Having eliminated three possible suppliers on cost and other grounds, he had circulated quotes for the SIDs available from two other firms before the Meeting. He now outlined what he believed to be their respective advantages and disadvantages. After discussion, Cllr Mitcheson proposed and Cllr Jackson seconded that two SIDs be purchased from Westcotec. The proposal was supported by five councillors and two councillors abstained. Cllr Mitcheson was instructed to expedite the purchase of the SIDs and the Clerk was instructed to liaise with Herefordshire Council about the installation of bases for the SIDs. **ACTION: TM and CS**

8. **Date of Next Litter Pick.** It was agreed that the next litter pick would be held on 7th November. The Clerk was instructed to arrange with Herefordshire Council for the provision of equipment and the collection of rubbish. **ACTION: CS**

9. **Defibrillators.** The Clerk reported that defibrillators had been installed at the School and the Surgery, and that a training session had been held, which had been attended by 20 local residents. He said that training was not obligatory and that full instructions for using the defibrillators were clearly displayed inside the defibrillator cabinets. Cllr Mitcheson noted that instructions were also on the Parish Website. The Clerk was instructed to place an item in the next *Newsletter* about the defibrillators. **ACTION:CS**

## 10. **Finance**

10.1 **Monthly Accounts.** The Clerk confirmed that the accounts had been circulated as a spreadsheet. The accounts were approved (Proposer; Cllr Mitcheson; Seconder; Cllr Jackson), and are attached as Annex A.

10.2 **Invoices.** Cllr Mitcheson proposed and Cllr Jackson seconded that the following invoices be paid and this was agreed:

· Clerk's expenses (printer cartridges, printer paper and stamps)	£23.96
· DC Gardening Services (Lengthsman's invoice)	£675.00
· Mr Mike Stephens (Spraying ditch in Ketch Lane)	£75.00
· Bodenham Christian Fellowship (Defibrillator training room hire)	£15.00
· Leominster Community Resource Centre (July/August <i>Newsletter</i> )	£194.25

## 11. Planning

11.1 The following planning applications were considered:

- **140890: Land Adjacent to Ashgrove, HR1 3EY. Proposed Construction of Earth Slurry Lagoon.** The Parish Council decided not to comment on the appeal which had been made to this application, because further representations in the case of appeal hearings can normally only be made if there are new planning policy or other issues that have arisen since the date of refusal, and no such issues had been identified. However, it was also decided that, although the slurry pit would be situated in Marden, it would have implications for residents of Bodenham and, therefore, a copy of Bodenham Parish Council's response to the original application should be sent to Marden Parish Council. The Clerk was instructed to do this. **ACTION:CS**
- **151915: 1 Maund Bryan Cottages: Non-material Amendment. (For ratification).** The Parish Council had already given a 'No objection' response to this application. The response was ratified by councillors.
- **151957: Proposed Agricultural Steel Portal Frame Building to House a Chicken Litter Biomass Boiler.** The Parish Council made no objection to this application, but requested that conditions should be imposed to ensure that the amenity of neighbours is protected and that the import and use of chicken litter from any off-site source is prohibited.
- **152098: Building plot Adjoining Charnwood, Marden.** Proposed replacement of a two-storey detached house to include a garage block (previous ref. 112159/F). The Parish Council decided not to comment on this planning application.
- **152109: 4, Caldervale: Proposed Conservatory Style Extension to Rear Elevation.** The Parish Council decided to make no objection to this application.

## 12. Updates.

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

12.2 **Parish Hall.** In Cllr Pollard's absence no report was given. Cllr Clarke suggested that the Parish Hall Secretary be asked to send a monthly report to the Parish Council during Cllr Pollard's leave of absence. **ACTION:CS**

12.3 **Lengthsman.** The Clerk reported that in addition to his usual duties the Lengthsman had filled twenty-two potholes and had made repairs to the playground fence. Cllr Davis asked for foliage to be cut back from the 'Give Way' sign at the Ketch Lane/ Millcroft Road junction. The Clerk was instructed to ask the Lengthsman to do this. **ACTION:CS**

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

## 13. Correspondence Not Previously Circulated.

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

## 14. Other Business.

14.1. **District Councillor's Monthly Report.** Cllr Baker reported that:

- a new School Transport Scheme had been approved, which offers transport for children to their nearest school;
- £20m of the £25m government grant for road repairs had already been spent
- a public consultation on Herefordshire Council's budget is now open;
- changes to the Carers' Short Break service are being made.

14.2 **Footpath Officer's Report.** Mr Mike Darley - the newly appointed Footpath Officer for Bodenham - reported that he had met the Locality Steward and, after obtaining definitive maps from her, would walk all footpaths and meet landowners, prior to reporting to the October Parish

Council Meeting. He added that he is now a member of IPROW (The Institute of Public Rights of Way Access and Management).

14.3 **The Queenswood Liaison Panel.** Cllr James-Moore read a letter from Cllr Kema Guthrie, the Chair of the Queenswood Liaison Panel, which reported that the Panel was being disbanded in view of the likely signing in October of the lease for Queenswood and Bodenham Lake with New Leaf and Herefordshire Nature Trust.

14.4 **Parish Council Health Representative.** The Clerk asked about a replacement for former Cllr Rhian Powell as Health representative on the Parish Council. Cllr James-Moore suggested that Mrs Gwen Bowden be asked to act in this role. The Clerk was instructed to ask Mrs Bowden, **ACTION: CS**

14.5 **Police Attendance at Parish Council Meetings.** Cllr Davis asked why CSO Steph Annette no longer attended Parish Council Meetings. Mr David Tilford reported that CSO Annette is now on duty all day on Mondays.

14.6 **Parish Council SID.** Cllr Mitcheson reported that the SID had been repaired after being vandalized and was now back in operation.

14.7 **Car Park Opposite the School.** Cllr Mitcheson said that it was some time since the issue of the ownership of a small piece of the car park opposite the School had been raised with Mrs Sue Hack and asked whether the issue had been resolved. The Clerk reported that he and Cllr Clarke had written to Mrs Hack at her request more than a year ago to authorise her to act on the matter, but had heard nothing since doing so. The Clerk was instructed to write to Mrs Hack about the matter. **ACTION: CS**

14.8 **426 Bus Service.** Mr Steve Lavender reported that the Yeoman bus company are taking over operation of the 426 service.

14.9 **Proposed Demolition of Bodenham Manor.** The Parish Council considered Mr Heather-Hayes' request regarding his proposed demolition of Bodenham Manor (see Minute 5.1 above) and decided that it would be not be appropriate for the Council to support or oppose an individual planning application other than through the formal planning process.

15. **Date of Next Meeting.**

15.1 The next Meeting will be held on 7th September.

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

## Bodenham Parish Council 2015/16

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
PC Opening Balance	18,004.8 <sub>1</sub>	23,962.7 <sub>0</sub>	22,850.6 <sub>6</sub>	19,498.8 <sub>3</sub>	18,378.5 <sub>9</sub>	18,723.75	23,803.3 <sub>0</sub>	23,123.4 <sub>6</sub>	23,618.6 <sub>2</sub>	22,763.8 <sub>5</sub>	22,284.0 <sub>1</sub>	21,629.17
<b>Income</b>												
Precept	5,750.00					5,750.00						
Car Park Loan			374.92						374.91			
VAT Refund					22.08	22.08	22.08	22.08	22.08	22.08	22.08	22.08
Lengthsman		778.25			1,025.00			1,025.00			1,025.00	
Newsletter	400.00	140.00	155.00	50.00	218.17	218.17	218.17	218.17	218.17	218.17	218.17	218.17
<b>TOTAL</b>	<b>6,150.00</b>	<b>918.25</b>	<b>529.92</b>	<b>50.00</b>	<b>1,265.25</b>	<b>5,990.25</b>	<b>240.25</b>	<b>1,265.25</b>	<b>615.16</b>	<b>240.25</b>	<b>1,265.25</b>	<b>240.25</b>
<b>Expenditure</b>												
Car Park Loan			-749.83						-749.83			
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		-367.66	-17.96	-21.48	-17.83	-17.83	-17.83	-17.83	-17.83	-17.83	-17.83	-17.83
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		-508.12										
Audit						-150.00						
Room Hire	-40.50	-15.00	-45.75	-65.25	-36.25	-36.25	-36.25	-36.25	-36.25	-36.25	-36.25	-36.25
Lengthsman		-565.00	-1,672.20	-894.00	-270.00	-270.00	-270.00	-270.00	-270.00	-270.00	-270.00	-270.00
Website		-200.00			-200.00							
Newsletter		-185.00	-206.50		-206.50	-206.50	-206.50	-206.50	-206.50	-206.50	-206.50	-206.50
Playground Inspection/ Repairs						-40.60	-200.00					-200.00
Parish Plan (Road Safety)												- 10,000.00
Neighbourhood Plan Expenditure												
Telemetry System												
Parish Hall Grant											- 1,200.00	
Church Grant			- 1,000.00									
British Legion Grant								-50.00				
Miscellaneous		-151.67	-125.00		-151.67	-151.67	-151.67	-151.67	-151.67	-151.67	-151.67	-151.67
<b>TOTAL PC Expenditure</b>	<b>-192.11</b>	<b>- 2,030.29</b>	<b>-3,881.75</b>	<b>-1,170.24</b>	<b>-920.09</b>	<b>-910.69</b>	<b>-920.09</b>	<b>-770.09</b>	<b>-1,469.92</b>	<b>-720.09</b>	<b>- 1,920.09</b>	<b>- 10,920.09</b>
<b>PC Closing Balance</b>	<b>23,962.7<sub>0</sub></b>	<b>22,850.6<sub>6</sub></b>	<b>19,498.8<sub>3</sub></b>	<b>18,378.5<sub>9</sub></b>	<b>18,723.7<sub>5</sub></b>	<b>23,803.3<sub>0</sub></b>	<b>23,123.4<sub>6</sub></b>	<b>23,618.6<sub>2</sub></b>	<b>22,763.8<sub>5</sub></b>	<b>22,284.0<sub>1</sub></b>	<b>21,629.17</b>	<b>10,949.32</b>

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
BFPG Opening Balance	3,455.57	3,403.07	3,415.07	3,305.44	3,275.94	3,246.44	3,216.94	3,187.44	3,507.94	3,478.44	3,448.94	3,769.44
BFPG Income		30.00						350.00			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	3,246.44	3,216.94	3,187.44	3,507.94	3,478.44	3,448.94	3,769.44	3,739.94
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	-179.72	-179.72	-179.72	-179.72	-179.72
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	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72
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	3,750.72	3,721.22	3,691.72	4,012.22	3,646.72	3,617.22	3,937.72	3,908.22
Total Closing Balance	27,080.55	26,030.51	22,972.55	22,158.81	22,474.47	27,524.52	26,815.18	27,630.84	26,410.57	25,901.23	25,566.89	14,857.54



## **BODENHAM FLOOD PROTECTION GROUP REPORT** **(3 AUGUST 2015)**

1. **Summary of the Past Month.** Yet again, there have been no flood risk concerns during the past month.
2. **Monthly Meeting.** Our Meeting on Tuesday, 28 July was attended by 21 members.
3. **The Queen's Award for Voluntary Service (OAVS).** The presentation of the Queen's Award for Voluntary Service will take place at 6.00pm on Friday, 23 October in the Parish Hall. Parish Councillors are invited to attend the event, which will take the form of a short formal ceremony followed by light refreshments.
4. **Proposed Housing Developments.**
  - a. The District Councillor asked for our comments on a consultant's report to Herefordshire Council's Planning Office regarding Bell Homes' proposals for the disposal of surface water and sewage from the 40 houses which they plan to build in the field opposite England's Gate Inn.
  - b. In our view the consultant had provided a helpful critique of the surface water aspects. This had confirmed our view that Bell Homes' proposals for a SuDS were inadequate in a number of respects, including those which we had stressed about the lack of data on discharge rates, the failure to produce any information about the design of the outfall into the Millcroft Brook, and the failure to recognise the risks of discharging into the Millcroft Brook in any case.
  - c. While the consultant's comments on the surface water issue were useful, regrettably those on the disposal of sewage were not. This was because the consultant appeared to have taken at face value a letter from Welsh Water saying that the local sewerage system had the spare capacity to accept foul water from an additional 40 houses when it is well known to be already overloaded.
  - d. We sent our comments on the consultant's report to the District Councillor and then received the consultant's response to them. Regrettably, as we told Cllr Baker, these did nothing to allay our concerns.
5. **Working Parties.**
  - a. **Friday, 10 July 2015.** Eleven members started work on the drainage ditch around the field at the back of Orchard Close. Thanks to Mr Stephens having sprayed the ditch earlier in the year,

it was a relatively easy session clearing away the dead weed and debris from the stretch of ditch along the rear of Baches Warehouse.

- b. **Friday, 24 July 2015.** The working party was cancelled because of rain.
  - c. **Friday, 7 August 2015,** The next working party will continue working on the Orchard Close drainage system.
  - d. **Friday 21 August 2015.** The venue will be decided and advertised depending on progress on 7 August. One possible task might be to check and clear any debris from the Moor Brook flap valve. This is also the time of year when our stocks of sandbags need to be checked and repaired ready for next winter.
6. **Future Social Events.** As always Councillors are most welcome to attend the following events:
- a. **Annual Bonfire Party.** The annual Bonfire Party will be held on Saturday, 3 October at Millcroft Farm, starting at 6.00pm.
  - b. **Annual Quiz Night.** The Annual Quiz Night will be held in the Parish Hall on Friday, 27 November 2015.

K.A.M.