

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Tuesday, 3rd July 2018**

**Present:** Cllr T Clark                      Cllr J Crane                      Cllr P James-Moore                      Cllr R Layton  
                    Cllr T Mitcheson                      Cllr S Collin                      Cllr D Tilford                      Cllr K Tremain

District Councillor Bruce Baker was also in attendance.

5 members of the public were present.

**Introduction.** Mrs Babs Mitcheson had brought ‘The Silent Soldier’ silhouette to the Meeting and explained that she had raised the necessary funds to pay for it, apart from £15, which, as Cllr James-Moore said, the Parish Council had agreed to pay. Cllr Crane congratulated Mrs Mitcheson on her successful fundraising. Mrs Mitcheson added that she had applied for ten ‘There But Not There’ silhouettes and that, if the application is successful, eight of the silhouettes would be given to Bodenham Church and two to Bodenham Chapel.

1. **Apologies for Absence.** All Councillors were present.
2. **Declarations of Interest.** Cllr James-Moore and Mitcheson declared an interest in Item 10.
3. **Minutes of the Previous Meeting.** After a redundant word was removed from Minute 11.2, the Minutes of the previous Meeting were then approved unanimously (Proposer; Cllr Tilford; Seconder; Cllr Tremain).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 4.3: Data Protection.** The Clerk reported that he had not received a reply from Anthony Bush at Herefordshire Council following his request for an update on how parish councils are affected by the amendments to the legislation. The Clerk was instructed to contact Anthony Bush again. **ACTION: CS**
  - 4.2 **Minute 4.5: Gates on the A417.** Cllr Crane reported that he had received a quotation of £5800 + VAT for the gates and the two signs.
  - 4.3 **Minute 4.6: The Clerk’s Salary.** The Clerk reported that he had been keeping a log of the hours he worked, but that he would prefer to continue for another month to accumulate a meaningful amount of data. It was agreed to defer the matter until the next Meeting. **ACTION: CS**
  - 4.4 **Minute 5.2: Parked Cars on the C1121.** The Clerk reported that Cllr Baker had given him the name of the Herefordshire Council Parking Enforcement Officer, who had replied to an email to the effect that there is little he can do about the cars parked on the C1121 near to the War Memorial. However, he had attached a letter, which could be placed on the windscreen advising the owners that they may be parked unsafely. The Clerk reported that this had been done by Cllr Tilford, whom he thanked for doing so.
  - 4.5 **Minute 5.3: The Garage at One of the New Properties behind Wynmoor.** Cllr Tilford reported that the Herefordshire Council Enforcement Officer had inspected the garage, which is still under construction, and had found that it did not conform to the planning application in terms of height and the presence of an unpermitted window above the doors. Cllr Tilford said that the developers had agreed to reduce the height and remove the window.
  - 4.6 **Minute 6: The New Playground.** The Clerk reported that the contract had been awarded to Kompan, who would shortly arrange a schedule for installing the new playground.
  - 4.7 **Minute 13.2: Missing Fingerpost on BM24.** The Clerk reported that Balfour Beatty have installed a new metal fingerpost.

5. **Opportunity for Members of the Public to Address the Parish Council.**
- 5.1 Mrs Elizabeth Davies said that she had reported a large pothole near the Post Office and that the pothole had now been repaired.
- 5.2 Mrs Davies asked whether a 'No Through Road' sign similar to the one in Brockington Road could be installed in Ash Grove Road. Cllr Tilford supported the suggestion, saying that some traffic tries to get through to Millcroft Road via Ashgrove View. It was agreed to mention the matter on the Parish Tour on 13th July. **ACTION: CS**
6. **Vacancies on the Parish Council.** Cllr James-Moore introduced the Parish Councillors to Mr Tracy Morris, who had asked to join the Parish Council. Mr Morris was asked to say something about himself and give his reasons for wishing to join the Parish Council. Cllr Tilford welcomed the possibility of someone younger than the average age of the members of the Parish Council. Cllr Clark asked whether Mr Morris would have time to rejoin the Bodenham Flood Protection Group. Mr Morris said that he would consider that. Cllr Tilford proposed and Cllr Tremain seconded that Mr Morris be appointed to the Parish Council. This was agreed unanimously.
7. **Timetable for replacing the playground.** See Minute 4.6 above.
8. **Footpaths: BM13 behind Wynmoor: Pavement near the War Memorial.**
- 8.1 Mr Mike Darley said that he had looked at Footpath BM13, but felt that the matter was beyond his jurisdiction. He also said that he had looked at the reported problems with Footpath BM5 and suggested deferring action for a few weeks until the crop in the adjacent field had been harvested.
- 8.2 Cllr Clark asked Mr Darley whether the minutes of the recent meeting of Parish Footpath Officers were available and, if they were, whether he could have a copy. Mr Darley said that he would send Cllr Clark a copy as soon as the minutes appeared.
- 8.3 The Clerk said that the pavement near the War Memorial would be looked at on the Parish Tour. **ACTION: CS**
9. **Parish Tour.** The Clerk reported that the Parish Tour would take place on 13th July and that he would present a report to the August Meeting.
10. **Finance**
- 10.1 **Monthly Accounts Statements.** The monthly accounts had been circulated and were accepted (Proposer; Cllr Tilford: Seconder; Cllr Mitcheson). The accounts are attached as Annex A. The Clerk had also circulated the monthly spreadsheet version of the accounts.
- 10.2 **Outstanding Invoices.** The following invoices were presented for consideration:
- |   |           |
|---|-----------|
| -- Clerk's expenses (printer cartridge: printer paper)          | £16.94    |
| - Mr M Darley (Footpath Officer's invoice)                      | £180.00   |
| - Leominster Community Resource Centre (June Newsletter)        | £185.00   |
| - Leominster Community Resource Centre (July/August Newsletter) | £194.25   |
| - Chairman's expenses   | £25.98    |
| - Mr K A Mitcheson (SID battery charger)                        | £41.94    |
| - Kompan (first playground invoice)                             | £34486.46 |
- 10.3 The payment of the invoices was approved (Proposer; Cllr Tilford: Seconder; Cllr Tremain).
11. **Planning.** The following planning applications were considered:
- 181975: *Land At Stone Farm, Felton. Proposed residential development comprising 3 no. self-build dwellings and associated work.* Cllr Tilford said that the Ocle Pychard Group Parish Council had objected to the planning application, which consisted of two applications - one for three houses and one for eight houses - but, in his opinion, Bodenham Parish Council should make no response, because the location is not in Bodenham. This was agreed.
  - 182296 - *Broadfield Court, Bowley Lane: Proposed internal alterations.* The Parish Council made no objection to the application.

12. **Updates**

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

12.2 **Parish Hall.** Cllr Layton reported that the AGM is to be held on 18th July and that there had been no meetings of the Parish Hall Management Committee since the last Parish Council Meeting.

12.3 **Neighbourhood Plan.** Cllr Mitcheson reminded Councillors that the Referendum on the Neighbourhood Development Plan would be held on Thursday, 12 July, with the Polling Station at the Parish Hall being open from 7.00am to 10.00pm. He asked that they should do everything possible to encourage local residents to vote.

13. **Correspondence Not Previously Circulated.** The Clerk reported that he had received a copy of *Clerks and Councils Direct*, which he had passed to Cllr James-Moore.

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

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

- Ofsted are looking at Herefordshire Council's provision for 'looked-after' children.
- the National Planning Policy Framework is under review. Cllr Baker said that he intended to put forward a motion that, under special circumstances, personal circumstances may be taken into consideration in deciding planning applications.
- he was attempting to introduce a by-law to prevent parking on verges.

14.2 Cllr James-Moore reported that Cllr Dennis Jackson had resigned. The Clerk was instructed to write to Mr Jackson thanking him for his years of service to the Parish Council.

**ACTION: CS**

14.3 Cllr Tilford suggested that the new Vicar be invited to a Parish Council Meeting. The Clerk was instructed to do so.

**ACTION: CS**

14.4 Cllr Tilford commented on the recent emails from Mrs Victoria Jamsett about heavy vehicles using Ketch Lane, and suggested that the Clerk write to the Locality Steward.

**ACTION: CS**

14.5 Cllr Clark reported that the latest Meeting of the Bodenham Lake Management Committee had been postponed, and that a new date had not yet been arranged.

14.6 Cllr Tremain reported that the grass had not been cleared from the Village Green after the recent cut. After discussion, it was agreed that the Parish Council should not spend money on cutting the Green.

15. **Date of the Next Meeting.**

15.1 The next Meetings will be held on Mondays 6th August and 3rd September.

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

**June 2018 accounts****OPENING BALANCE on 16th MAY 2018 = £42059.96**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
21st May 2018		£540.72	Insurance premium
21st May 2018		£37.84	HMRC (Clerk's PAYE)
21st May 2018	£90.00		Newsletter advertising (£50) BFPG income (£40)
22nd May 2018		£38.99	Clerk's expenses
23rd May 2018		£1100.00	Church grant
31st May 2018		£151.67	Clerk's salary
31st May 2018		£403.50	February and May Newsletters
5th June 2018		£50.00	BFPG barbecue
6th June 2018	£146.00		Newsletter advertising
7th June 2018		£40.00	Footpath officer's invoice
8th June 2018	£238.70		Lengthsman/footpath officer Q4 2017-18 payment
12th June 2018	£374.92		Parish Hall car park loan
14th June 2018		£195.00	Lengthsman's invoice
17th June 2018		£749.83	Public Works Loan Board
<b>TOTALS</b>	<b>£849.62</b>	<b>£3307.55</b>	

**CLOSING BALANCE on 18th JUNE = (£42059.96 + £849.62 - £3307.55) = £39602.03**



## **BODENHAM FLOOD PROTECTION GROUP REPORT** **(3 JULY 2018)**

1. **Summary of the Past Month.** The recent good weather has meant that water levels have been low. There is a temptation to think that the flood risk is therefore equally low, if not negligible. However, we must always bear in mind that in hot weather there is always the risk of a flash flood from surface water generated by a thunderstorm.
2. **Monthly Meeting.** The Group's monthly Meeting last Tuesday (26 June 2018) was attended by 18 members.
3. **The Group's Tenth Anniversary.** The Sub-Committee formed to plan the Group's Tenth Anniversary celebration will be meeting again tomorrow (4 July) to continue preparations for the event in the Parish Hall on Sunday, 9 September.
4. **Contribution to Research.**
  - a. On 12 June we received an e-mail from a Mr Daniel White, a Nottingham Trent University graduate working at a company called Flood Protection Solutions. Mr White is involved in a project being led by Cranfield University which "aims to assess the success and limitations of flood groups around the country *via* a survey..... The project will produce an academic paper that will be published in *Water* journal and [he believes], if executed correctly, has the potential to influence policy making at the highest level. [The] overall aim is to make it easier for flood groups to alleviate flooding in their area."
  - b. Mr White had asked whether the BFPG would be willing to be one of the flood protection groups taking part in the survey and we have agreed to this. A meeting has therefore been arranged for 12.30pm on Tuesday, 17 July at Millcroft Farm which will be attended by Mr White, the Chairman and Secretary of the BFPG and two other members of the Group.
5. **Working Party Sessions.**
  - a. The working party session on Friday, 8 June was attended by 9 members, while 10 members took part in the session on Friday, 22 June. These two working parties completed clearance of the section of the Millcroft Brook between the Brockington Road bridge and the end of Ash Grove Close.
  - b. The next two working party sessions would normally fall on Friday, 6 July and Friday, 20 July, but because of other commitments it has been agreed that the next sessions will be held on Friday, 13 July and Friday, 27 July instead. On each occasion the working parties will meet at 6.00pm at Millcroft Farm and return there for refreshment afterwards.
6. **Spraying.** The recent good weather has allowed the Chairman to spray the Millcroft Brook for the first time. Starting at its junction with the Moor Brook, he sprayed up as far as the end of Ash

Grove View on 11-12 June and the results are showing in the dieback of watercress, although there is some secondary growth emerging. This took a total of 9 hours and, in addition, on 27 June he sprayed the western 150m section of the watercourse just north of Willow Cottage in Maund Bryan which, because of very boggy conditions took a further 3 hours. The spraying will not remove the need to clear the watercourses: the watercress and other weeds will still need to be removed, but, being dead, they should be easier to pull up.

7. **Social Calendar.**

a. **Annual Barbecue.** The Annual Barbecue will be held at Willow Cottage in Maund Bryan on 14 July by kind invitation of Mr and Mrs Schwartz. It will start at 6.00pm, and, as always, Councillors and their partners are very welcome to attend.

b. **Annual Bonfire Party.** The Annual Bonfire Party will be held on Saturday, 6 October at 6.00pm at Millcroft Farm. Once again Councillors will, of course, be very welcome to attend with their partners.

c. **Annual Quiz Night.** The Annual Quiz Night will take place in the Parish Hall on Friday, 30 November. Further details will follow nearer the time.

K.A.M.