

BODENHAM PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 3rd October 2016**

Present: Cllr Roger Austin Cllr Alec Avery Cllr Tony Clark Cllr Jim Crane
Cllr Stan Davis Cllr Dennis Jackson Cllr Pam James-Moore Cllr Richard Layton
Cllr Tony Mitcheson Cllr David Tilford.

District Councillor Bruce Baker was also present

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

1. **Apologies for Absence.** No apologies for absence were received.
2. **Declarations of Interest.** Cllr Mitcheson declared an interest in Item 8.
3. **Minutes of the Previous Meeting.** The previous Minutes were accepted as a correct record (Proposer; Cllr Clark: Seconder; Cllr Tilford).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 4.1: Defibrillator.** The Clerk reported that he had contacted the West Midlands Ambulance Service as the next stage in the application process for funding for the defibrillator. **ACTION: CS**
 - 4.2 **Minute 4.2: Hedge on the C1125.** The Clerk and Cllr Baker both reported that no progress had yet been made, but that the Locality Steward had confirmed that cutting back the Herefordshire Council owned section of the hedge was in the Balfour Beatty Living Place programme.
 - 4.3 **Minute 4.4.2: Community Speed Watch.** Cllr Tilford commented that the camera van seemed to be appearing more frequently on the A417 in Bodenham since the Parish Council had applied to begin a Community Speed Watch scheme.
 - 4.4 **Minute 4.6: Section 106 Agreement.** Cllr Tilford reported that he had spoken again to Mrs Yvonne Coleman about the Section 106 agreement for the Bell Homes site at England's Field. Mrs Coleman had said that she would advise the Parish Council when the first house was occupied (which is the point at which initial payments are made).
 - 4.5 **Minutes 4.8 and 15.2: Missing 'Road Narrows' Sign and Displaced Drain Cover.** The Clerk confirmed that he had reported the missing sign and the displaced drain cover to the Locality Steward again.
 - 4.6 **Minute 4.9: The Bus Stop Opposite Chapel Lane.** The Clerk reported that Mr Sean Stanley had produced a quotation for the work at the bus stop, which had been circulated. Cllr Baker said that Mr Idris Barrett had expressed an interest in quoting for the work. The Clerk was instructed to ask Mr Barrett to quote for the work. **ACTION: CS**
 - 4.7 **Minutes 5.1 and 5.2: The Wood House Lane/ A417 Junction.** The Clerk reminded Councillors that he had circulated details of commercially available mirrors and their prices. Cllr James-Moore asked whether the mirror should be replaced. The Clerk said that current Government policy was not to install mirrors. Cllr Tilford agreed, saying that studies had shown mirrors to be ineffective and that on occasion they increased the risk of accidents rather than lowering it. Given that no progress had been made towards improving the sightlines at the junction by cutting back the hedge, Cllr Tilford suggested that he draft a letter for discussion at the next Meeting, which would ask residents for their views on what improvements could be made to the junction. It was agreed that Cllr Tilford should draft a letter. **ACTION DT**

4.8 **Precept Sub-Committee.** The Clerk reported that the Precept Sub-Committee - consisting of himself, Cllr Jackson and Cllr Mitcheson - had met and had almost reached a proposed figure for the 2017-18 Precept. The Sub-Committee would meet again and would circulate its proposal and the details on which it is based before the next Meeting. **ACTION: CS**

4.9 **Minute 7: S&A Meeting Report.** Cllr Baker reported that no progress had yet been made. Turning to the more general issue of large vehicles using local 'C' roads, Cllr Crane noted that the north end of Ketch Lane had been obstructed recently to the extent that a school bus had been unable to proceed and had had to take an alternative route. The Clerk was asked to contact PCSO Steph Annette to ask what could be done about vehicles obstructing the carriageway at the top of Ketch Lane. **ACTION: CS**

4.10 **Minute 9: Public Green Spaces Scheme.** Cllr Crane said that the Parish Council's application had been accepted, subject to changes being made in the proposed planting around the War Memorial and the sculpture on the village green and the exclusion of the planting around the two bus stops from the scheme. He confirmed that the application for funding would be revised and resubmitted accordingly.

4.11 **Minute 15.3: Hedge on the Corner of 1, Brockington Road.** The Clerk reported that he had written to the owners of 1, Brockington Road to ask that the hedge be cut back, and that this had been done.

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

5.1 Mr Mike Stephens observed that the hedge on the corner of Brockington Road (see Minute 4.11 above) was much less important than the hedge on the corner of Wood House Lane (see Minute 4.7 above).

6. **Precept Sub-Committee.** See Minute 4.8 above.

7. **Mirror on the A417.** See Minute 4.7 above.

8. **Finance.**

8.1 **Audit.** The Clerk reported that the annual audit had been completed by Grant Thornton LLP and that the required notice about public inspection of the accounts had been displayed on the Parish Council noticeboards and on the Parish Website.

8.1 **Monthly Accounts.** The Clerk presented the monthly accounts and spreadsheet. Cllr Mitcheson proposed and Cllr Tilford seconded that the monthly accounts be accepted. The accounts are attached as Annex A.

8.2 **Outstanding Invoices.** It was agreed that the following invoices be paid (Proposer; Cllr Clark: Seconder; Cllr Avery).

- Clerk's expenses (envelopes, printer cartridge)	£7.75
- DC Gardening Services (Lengthsman's (September invoice)	£420.00
- Grant Thornton plc (Audit fee)	£120.00
- Rivers Media (Neighbourhood Plan printing)	£1587.00

9. **Planning.** The following planning applications were considered:

- **162596: Pump Cottage: Proposed Garden Room Extension.** Cllr Tilford had prepared and circulated a planning statement, which was discussed, after which the Parish Council decided to make no objection to the proposal. (Proposer; Cllr Tilford: Seconder; Cllr Crane).

- **162618: The Forge: Proposed Conversion of Redundant Stables to Form Holiday Accommodation.** Cllr Tilford had prepared and circulated a planning statement, which was discussed. The Parish Council resolved to make no objection to the application, but to request that consent be conditioned to prevent the proposed holiday accommodation from being sold separately from the main residence and to ensure that a package sewage treatment plant be installed rather than a septic tank. (Proposer; Cllr Tilford: Seconder; Cllr Crane).

- **162877: Bodenham Lake Nature Reserve: Reprofile Bodenham Lake in Three Areas, Install Floating Bio-Matrix and Erect a Bird Hide.** Cllr Tilford said that he could see no reason to object to

the application. The Parish Council resolved to make no objection to the application (Proposer; Cllr Mitcheson: Seconder; Cllr Clark).

- 162976: Holybush Cottage, Pencombe: Proposed Demolition of Existing Garage and Extraneous Extensions. Construction of New Garage and Extensions Complete with Associated External Works.

Cllr Tilford had prepared and circulated a planning statement, which was discussed. Cllr Tilford said that a previous application had been rejected by planning officers as being of disproportionate size. Cllr Crane queried the separation of the toilet/shower from the main building. The Parish Council decided to make no objection to the proposal. (Proposer; Cllr Tilford: Seconder; Cllr Jackson).

10. **Updates.**

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

10.2 **Parish Hall.** Cllr Layton said that he had no report to give because no recent meeting of the Parish Hall Management Committee had taken place.

10.3 **Lengthsman.** No report was given.

10.4 **Neighbourhood Plan.** Cllr Mitcheson said that the Regulation 14 Consultation had begun on 3rd October and would run until 14th November, with 20th November being the deadline for comments. A public meeting had been held on 20 September to 'launch' the Consultation and it had been advertised several times in advance both in the Newsletter and on the Parish Website, together with full details about where additional information could be found on the Parish Website and how responses should be submitted.

11. **Correspondence Not Previously Circulated.** The Clerk reported that he had received a letter from Mrs Veronica Howell asking the Parish Council to nominate a representative to carry the wreath at the Remembrance Day service in November. Cllr Davis agreed to represent the Parish Council. It was agreed that a cheque for £50 for the Royal British Legion in lieu of a new wreath should be sent to Mrs Howell (Proposer; Cllr Clark: Seconder; Cllr Tilford). **ACTION: CS**

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

12.1 Cllr Baker reported that:

- the Butter Market in Hereford has been sold and is to be refurbished:
- work to improve surfaces in High Town is taking longer than previously thought.
- a number of Heritage Open Days will take place over the next few months.

12.2 Mr Mike Darley, the Parish Footpath Officer, reported that he was devising an autumn/winter programme of footpath repairs and upgrades

12.3 Cllr Clark distributed a flier for a meeting at Bodenham School about proposed changes at Bodenham Lake.

12.4 Cllr Davis reported that footpath BM13 through Wynmoor is too narrow and that the surface is uneven in places. Cllr Davis's point was noted, but it was felt that the footpath was passable and could only be widened by removing mature trees.

12.5 Cllr James-Moore asked whether the circulated brochure and email offering parish councils a free outdoor gym should be followed up. After discussion the Clerk was instructed to obtain further details of the offer. **ACTION:CS**

12.6 Mr William Heather-Hayes reported that he had submitted a planning application to Herefordshire Council for one new dwelling at the western end of his land at Bodenham Manor and was preparing a planning application for two new dwellings at the eastern end of the estate.

13. **Date of Next Meeting.**

13.1 The next Meetings will be held on Mondays, 7th November and 5th December 2016.

13.2 There being no other business, the Meeting closed at 9.10pm.

September 2016 Accounts**OPENING BALANCE on AUGUST 18th = £23216.51**

Date	Income	Expenditure	Comment
19th August 2016	£3552.00		Neighbourhood Plan grant
22nd August 2016		£37.84	Clerk's PAYE
23rd August 2016		£15.75	BFPG room hire
23rd August 2016		£69.75	PC room hire
23rd August 2016	£105.00		Newsletter advertising
31st August 2016		£151.67	Clerk's salary
12th September 2016		£18.00	Clerk's expenses
12th September 2016		£135.00	Footpath Officer invoice
12th September 2016		£185.00	September <i>Newsletter</i>
13th September 2016		£84.00	Lengthsman's August
	TOTALS	£.3657.00	£697.01

CLOSING BALANCE on 13th September = (£23216.51 + £3657.00 - £697.01) = £26176.50



BODENHAM FLOOD PROTECTION GROUP REPORT
(3 OCTOBER 2016)

1. **Summary of the Past Month.** With the continuing Indian Summer and only a few rain storms, the risk of flash flooding has been low.
2. **Monthly Meeting.** The Group's monthly Meeting was held on Tuesday, 27 September. Unfortunately, the Gardening Club had decided to hold an impromptu committee meeting that evening and so our attendance was lower than usual at 15 members.
3. **Recent Working Parties.**
 - a. **Thursday, 1 September.** Fourteen members met at Millcroft Farm and continued clearing the Millcroft Brook just downstream of the Ketch Lane culverts.
 - b. **Thursday, 15 September.** We had hoped that this session would be enough to allow work on the Millcroft Brook and the Ketch Lane culverts to be finished. However, the amount of vegetation and the silt build-up between the two culverts on the downstream side meant that the 14 members who took part were only able to complete two-thirds of the task, in addition to clearing the ditch between the culverts and the entrance to the adjacent field.
 - c. **Thursday, 22 September.** Once again, the turnout was 14 members and this enabled us finally to clear the vegetation all the way to the river, a notable achievement given the extent of the vegetation.
 - d. **Thursday, 29 September.** Mr Mike Stephens kindly volunteered to lead the working party session. Eight members started the important annual check and repair of the Group's central sandbag stocks, beginning with those at the Parish Hall.
4. **Future Working Parties.**
 - a. **Thursday, 6 October.** We hope that this will be the final working party session of the year and that it will allow us to complete the task of checking and repairing all our sandbags.
5. **Social Events.**
 - a. **Annual Bonfire Party.** The Group's next social event will be the Bonfire Party at Millcroft Farm on Saturday, 8 October, starting at 6.00pm. Councillors are, of course, most welcome to attend.

b. **Annual Quiz Night.** The Group's final social occasion in 2016 will be the Annual Quiz Night in the Parish Hall on Friday, 25 November. We very much look forward to Councillors fielding one or more teams to compete on what should be a very enjoyable occasion.

K.A.M.