

BODENHAM PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING AT THE SIWARD JAMES
CENTRE AT 7.30 PM ON MONDAY, 4th FEBRUARY 2013****Attendance**

Cllr Bob Clarke (Chair)
 Cllr Roger Austin
 Cllr Alec Avery
 Cllr Stan Davis
 Cllr Pam James-Moore
 Cllr Robin Knott
 Cllr Tony Mitcheson (Minutes Secretary)
 Cllr Jeff Pollard
 Cllr Rhian Powell

8 members of the public were present.

ITEM	ACTION
<p><u>INTRODUCTION</u></p> <p>1. The Chairman noted that Mrs Iris Evans had just retired as Warden at Siward James. He expressed Councillors' thanks for all she had done for the Council over the past 11 years, wished her a long and happy retirement and welcomed her successor, Mrs Gill Baines, who was also present.</p> <p><u>AGENDA ITEM 1 – APOLOGIES FOR ABSENCE</u></p> <p>2. Apologies were received from Cllr Jackson, from the Clerk and from Cllr Millar (Herefordshire Council).</p> <p><u>AGENDA ITEM 2 – DECLARATIONS OF INTEREST</u></p> <p>3. Cllr Knott declared an interest in Agenda Item 7.</p> <p><u>AGENDA ITEM 3 – MINUTES OF THE PREVIOUS MEETING</u></p> <p>4. The Minutes were accepted as a true record. (Proposer: Cllr Mitcheson. Seconder: Cllr Knott).</p> <p><u>AGENDA ITEM 4 - MATTERS ARISING FROM THE MINUTES</u></p> <p>5. Minute 1: The Parish Plan. The Chairman noted that a call for volunteers to help with the implementation of the Parish Plan had appeared in the February edition of the <i>Newsletter</i> and that the inaugural meeting of the Steering Group would be held shortly. The launch of the implementation phase was being planned for 13th April in the Parish Hall.</p> <p>6. Minute 5: Speeding Traffic on the A417. He reported that there had been no progress as yet in arranging the proposed meeting with Mr Lee-Jones.</p> <p>7. Minute 9: Playground. Reporting that there was still no sign of any quotations being submitted for the work on the playground, the Chairman suggested that the task of obtaining them might be postponed until the Clerk's return. Cllr Davis expressed concern at the lack of progress on this issue and Cllr Pollard offered to canvas acquaintances in other decorating firms to find out whether any of them would be willing to help. It was agreed that the subject should be deferred to the Council's next Meeting and, if no additional quotations had been received by then, that the Clerk should be asked to establish whether or not it would be permissible for the work to be commissioned on a single tender basis.</p> <p>8. Minute 11: Duties of the Parish Footpaths Officer. The Chairman reported that Mrs Sue Hack had said that the pressure of her other commitments meant that she would be unable to attend the training required by Herefordshire Council for her to become a formally registered Footpaths Officer. After some discussion it was agreed to advertise the post in the hope that someone, perhaps a retired person, might be willing to volunteer for it.</p> <p>9. Minute 23: Large Metal Gates in Chapel Lane. The Council was shown a letter from Herefordshire Council's Planning Office in which the Planning Enforcement Officer, Mrs Sandy Kinnersley, had reported that she had investigated the complaint. The owners of the gates had agreed to reduce the height of the sheets and she would monitor compliance with this.</p> <p>10. Minute 24: Mobile Home at Eastfields Farm. Cllr Clarke reported that no reply had yet been received from Herefordshire Council about this.</p>	

<p>11. Minute 28: Distribution of the Bodenham Newsletter. Cllr James-Moore said that she had asked the Editor for details of how the <i>Newsletter</i> was distributed. Mrs Susan Haworth had replied that 350 copies of the current, February edition had been printed, with 30 going to the Siward James Centre, 30 to Baches Warehouse, 30 to the Church, about 60 to Saffrons Cross Garage and some 200 to the Post Office. Approximately 100 local residents received the <i>Newsletter</i> by e-mail, but there were indications that some of these also collected printed copies to save having to print them out. Cllr James-Moore added that she had recently visited the Garage and found a number of copies of the December/ January <i>Newsletter</i>, but none of the February edition and she understood that the owner of the Garage had asked for more of the latter. After some discussion it was agreed that additional distribution points should be set up at the Parish Hall and the Chapel. Cllr James-Moore undertook to speak to Mrs Gwen Bowden about copies of the <i>Newsletter</i> being put in the Chapel each month and also to the proprietor of the Garage about the number of copies to be allocated to it and how they are displayed in the shop.</p>	RK
<p>12. Minute 29: Grit/Salt Bins. The Chairman reported that he and Cllr Austin had discussed the bins which Cllr Austin had suggested for purchase by the Council. These were made of thick plastic, were available in green and brown, would hold about six of the 25kg salt bags, and at about £30 were considerably cheaper than the alternatives. Cllr Powell asked whether there was a requirement for such bins to conform to a particular standard, but it was felt that this was unlikely and Cllr Clarke confirmed that the bins in question were sturdy enough for normal use. Cllr Powell also expressed concern that positioning a bin in a public place, such as the car park, would result in the contents being purloined. However, it was felt that this was a risk which had to be accepted. It was agreed that the Council would purchase one bin for Siward James, to be placed next to the sandbag cage, and a second one to be located on the car park opposite the School. The Clerk would also be asked to investigate whether or not the Lengthsman could be tasked with stocking up the bins once these were in place. Cllr Austin undertook to purchase the bins on behalf of the Council as soon as possible and to let the Clerk know when they were available for filling.</p>	PJ-M
<p>13. Minute 30: Potholes. The Chairman noted that the large pothole on the C1125 at the South entrance to Bodenham had been reported to Herefordshire Council again, but had still not been repaired. Cllr Austin reported that there were large potholes in Chapel Lane and Cllr Powell remarked that the same was true of Bowley Lane where in one place much of the road surface was damaged. Cllr Clarke remarked that the prospects for these roads being repaired were not good because Herefordshire Council had recently stated that lack of funding meant that it was unable at present to repair 'C' and unclassified roads. Cllr Powell said that, even so, potholes should still be reported because Herefordshire Council could be held liable for damage caused by a pothole of which it was aware. It was agreed that not only should local residents continue to report potholes to the Clerk, who would pass the information to Herefordshire Council, but residents should also report potholes direct to Herefordshire Council themselves because only then would sufficient pressure be created for action to be taken.</p>	CS
<p><u>AGENDA ITEM 5 – MATTERS RAISED BY MEMBERS OF THE PUBLIC</u></p>	RA
<p>14. Mr Tony Clark raised the following points:</p> <p>a. There had recently been an accident on the road outside England's Gate Inn when a pedestrian had been struck on the arm by the wing mirror of a car. Mrs Liz Davies said that some time ago there had been a similar incident involving her husband, following which he had been abused by the driver concerned. Mr Clark asked for an update on the proposal to alter the layout of the A417/ C1125 junction and extend the footpath from the A417 down to the entrance of the England's Gate car park. Cllr Mitcheson reminded Councillors that the owner of England's Gate had agreed to provide sufficient ground for these changes to be made. A proposal had therefore been put to Amey Herefordshire for inclusion in the latter's three year rolling programme of footpath improvements. This had, however, been turned down because the number of bids for such improvements far outweighed the funding available and it had no prospect of success. Cllr Powell said that it was important that incidents at the junction were reported to the local authority and a record of them kept. Mr Clark was asked to find out from the person injured on the recent occasion whether or not it had been reported.</p>	CS
<p>b. The white road marking across the front of England's Gate Inn defining the edge of the Inn's car park from the roadway was in need of renewal. It was agreed that the Clerk should ask Amey Herefordshire to carry out the necessary work.</p> <p>c. Two slats in the playground fence were broken. It was agreed that the Clerk should find out whether the Lengthsman could carry out the repairs, failing which Mr Robert Parker might be approached to do them.</p>	CS
<p>d. The drains on the C1125 outside 'Fairview' and South of 'Littlefield' were still blocked. It was agreed that the Clerk should be asked to remind Amey Herefordshire of</p>	

<p>them.</p>	CS
<p>e. There were potholes in Rowberry Lane. Councillors accepted that, as had already been discussed (Minute 13 above) there was little prospect of these being repaired.</p>	
<p>f. The head wall to the drain at the passing place halfway along Smeadals Lane had been damaged. It was agreed that the Clerk should be asked to bring this to Amey Herefordshire's attention.</p>	CS
<p>g. The finger post for footpath BM23 on the A417 near Grit Farm had been replaced.</p>	
<p>h. On 2nd February a horse had again been ridden on the Green. There was some discussion of the description of the rider, of whether the same or different riders had been seen on various occasions, and whether or not signs prohibiting riding on the Green would be legal, required or aesthetically desirable. The Chairman asked that all concerned should try and identify the rider, or riders, who had been taking their horses onto the Green and he would then speak to them.</p>	All
<p>i. In bad weather the water in the ditch in Chapel Lane East of Berrington House overflowed across the road and, if it then froze, presented a hazard to both vehicles and pedestrians. Mr Clark asked for a grit bin to be provided at that point. It was agreed that the Clerk should be asked to submit a request for a bin to be added to the list held by Amey Herefordshire, although, as Cllr Powell pointed out, while Amey were often prepared to replace existing bins, it was difficult to get them to agree to new ones.</p>	CS
<p>j. Mr Clark asked whether a date had been set for the annual Parish Walk. The Chairman replied that this had not yet been arranged, but the subject would be included in the Agenda for the Council's next Meeting.</p>	CS
<p>15. Mrs Liz Davies reported that there were three potholes on the A417, one by the entrance to Woodhouse Lane, one by the bridge and one near the Garage. It was agreed that the Clerk should be asked to report these to Herefordshire Council.</p>	CS
<p>16. Ms Linda Teece asked about the significance of the references in the Parish Plan to Maund Common and its upkeep. The Chairman explained that the Parish Plan was, in effect, a guidance document, setting out ideas on what improvements might best be made to the facilities and quality of life in Bodenham. The implementation of the 'Actions' listed in it would be subject to much further debate and would be crucially dependent, first, on the necessary funding being found and, second, on individuals coming forward to lead the various initiatives. Cllr Powell supported this, saying that the Parish Council did not have the capacity to lead on all the improvements identified in the Plan; rather, Councillors' role would be to act as facilitators. The Chairman re-iterated that none of the Plan's proposals would be implemented without a great deal of further discussion and he cautioned that the ideas contained in it should not be taken at face value; careful reading would show that some, while commendable, were based on only limited support.</p>	
<p><u>AGENDA ITEM 6 – REQUEST FOR SPRING FESTIVAL FUNDING</u></p>	
<p>17. The Chairman reported that a request had been received for a grant of £50 from the Parish Council for the purchase of a trophy to be awarded to the winner of the fishing competition which would form part of the Bodenham Spring Festival. Cllr Mitcheson, who had received the request, had asked that the Festival's organisers should provide a consolidated bid for funding for the whole Festival, rather than expect the Council to deal with bids from individual event organisers piecemeal. Mrs Mary Nickols had now provided this overall bid, which totalled £490 and was displayed for Councillors to see.</p>	
<p>18. Cllr Knott confirmed that the Council had sufficient funds to meet the bid, if that was agreed, but said that doing so would reduce the balance in its account to below £3,000. In a lengthy discussion a number of points were made; that the Festival's organisers were intending to give any profits to the Parish Hall, the School and St. Michael's Hospice, but without any mention of first repaying any part of any money provided by the Parish Council; that granting money to the Festival would be setting a precedent which might be invoked by other event organisers, not least by those planning the Flower and Scarecrow Festival scheduled for next October; that the amounts requested for a fishing trophy and golf prizes seemed rather high, especially since there was no certainty that the Festival would be repeated in future years; and that there was not much time left before the Spring Festival and the organisers needed certainty about funding in order to proceed, the most urgent item being printing and laminating costs for the brochures and posters to advertise the event.</p>	
<p>19. The Chairman noted that the Council had previously agreed that the Festival deserved its support. However, Councillors expressed differing views as to whether this should be given in the form of a fixed grant to cover all the costs, or as an unconditional grant for the printing and laminating costs only, with the remainder perhaps as some kind of loan or as payment against the submission of agreed invoices. Cllr Austin suggested that the Council should not seek to fund the bid item by item, but should agree on a total grant and allow the Festival Committee to</p>	

decide how it was spent. Cllr Mitcheson proposed a grant of £400, this was seconded by Cllr Knott and agreed with one abstention.

CS

AGENDA ITEM 7 – BLINDS FOR THE PARISH HALL

20. Cllr Mitcheson reported that he had received an enquiry from Ms Roz Reader as to whether the Parish Council would provide £1,200 for the purchase of blinds for the Parish Hall. He had suggested to her that the best way forward would be for either Cllr Knott or Cllr Jackson to put the case for such a grant to the Parish Council at its next Meeting. Cllr Knott explained the background to the request and its relationship to the other improvements which the Parish Hall Management Committee was seeking to make to the Hall in order to modernise its facilities. The Committee was trying to reduce the cost of these to well below £25K and had already reduced the projected expenditure on the main item, the refurbishment of the kitchen, from some £20K to about £16K. It was determined not to eat into its reserve, but to keep this at the level needed to cover the Hall's annual running costs. It was therefore exploring all other possible sources of funding, of which the Parish Council was naturally one. Cllr Knott agreed that a further Public Works Loan Board loan was one avenue which could be explored and said that Cllr Mitcheson had suggested another possible grant provider, but he had not yet had time to investigate it.

21. After some discussion, in which some Councillors expressed disquiet at the implications for the Council's own finances of agreeing so large a grant, the Chairman suggested that the Parish Hall Management Committee should continue to seek funding elsewhere, but could return to the Council if it was unsuccessful.

AGENDA ITEM 8 – FOOTPATHS OFFICER

22. The requirement for a Footpaths Officer had already been discussed (Minute 8 above).

AGENDA ITEM 9 – FINANCE

23. Cllr Knott presented the accounts, which were accepted unanimously and are attached at Annex A.

24. Outstanding Invoices:

- | | |
|--|---------|
| - Siward James and Arkwright Trust (Room hire) | £128.25 |
| - Leominster Community Resource Centre (<i>Newsletter</i> printing) | £159.85 |

25. The payment of the invoices was agreed unanimously.

AGENDA ITEM 10 - PLANNING

26. Updates.

a. **Slurry Pit.** The Chairman reported that the applicant had appointed a new agent who had contacted the Planning Office to discuss the options of a new application or an appeal. The planning appeal time limit will expire in mid-February, after which, if no appeal is received, enforcement action will follow.

b. **Gates in Chapel Lane.** These had already been discussed (Minute 9 above).

c. **Land Adjacent to Railway Cottages.** The Chairman reported that action by Herefordshire Council is continuing.

27. **Proposed Development Adjacent to Hamwyn Joinery.** Cllr James-Moore reported that she had received a call from Mr Doug Hughes of Doug Hughes Architects, based in Newtown and Welshpool. He was acting as agent for Mr Jason Roberts, the owner of a parcel of land East of the C1125 and extending from the site occupied by Hamwyn Joinery and Rivers Media northwards along the C1125 to a point approximately halfway to the telephone kiosk and eastwards as far as the Golf Course boundary. He had wished to know the Parish Council's likely reaction to a possible proposal to build 15 houses on this land, a question which Cllr James-Moore had told him she was not in a position to answer. The Chairman agreed that the Council would have to await the submission of a formal planning application, but remarked that the enquiry highlighted the urgent need for a Neighbourhood Plan. He asked that this should be placed on the Agenda for the Council's next Meeting.

28. **Planning Notice in Chapel Lane.** Mr Clark reported that a yellow planning notice had been posted in Chapel Lane outside Berrington House. The Chairman replied that this related to a planning application for the erection of a machinery store, of which the Council were aware and to which it had had no objection.

CS

AGENDA ITEM 11 – UPDATES

29. **Bodenham Flood Protection Group.** Cllr Mitcheson gave a report which is attached at Annex B. He asked that the Clerk should remind Amey Herefordshire, first, of the need to remove the debris which had been taken from the entrance to the Ketch Lane culverts and was now piled on the verge of the C1121 and, second, of the importance of taking action to stop the leaks in Millcroft Road which have not only been wasting substantial amounts of water over a prolonged period but are also presenting a significant hazard to both vehicles and pedestrians in

Bodenham Parish Council

	July 12	Aug 15	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Income										
PC Opening Balance	7263.00	5657.00	5413.97	4361.26	7457.05	7062.44	5558.87	5329.99	5088.38	4233.77
Newsletter	231.00	232.38	25.00	425.00	325.00	245.00	204.5			
Vat Refund	0.00	123.95								
Car Park Loan	0.00					374.91				
Community Plan	0.00				7.00				300	
Lengthsman			778.25			778.25	535.00			
		42.38								
Precept	0.00			4890.00						
TOTAL	7494.00	6055.71	6217.22	9676.26	7789.05	8460.60	6298.37	5329.99	5388.38	4233.77
Expenditure										
Car Park Loan	0.00					749.83				
Church Grant	0.00			825.00						
Clerk Salary	152.00	121.29	121.29	121.29	121.29	121.29	121.29	121.29	121.29	121.29
Clerk Expenses	31.00	62.13	19.00	66.00	31.00		13	30	30	30
HM Rev and Customs		30.32	30.32	30.32	30.32	30.32	30.32	30.32	30.32	30.32
Insurance	0.00									
Website	0.00					400.00	14.5			
Newsletter	367.00		236.25			294.25	175.5			300
Playground repairs	648.00									
Hall Rental	44.00				117.00			60		40
Lengthsman	495.00	428.00	720.00	960.00		20.00				
Playground Inspection				54.60						
Audit				162.00						
Parish Hall Grant						1200.00				
Jubilee	100.00									
Grass Cutting									650	
Notice Boards			60.00							
Chapel			500.00							
Parish Plan					427.00	6.04			323	
chq 638			169.10							
BFPG						30.00	6			
IT equipment							607.77			
British Legion Grant						50.00				
TOTAL PC Expenditure	1837.00	641.74	1855.96	2219.21	726.61	2901.73	968.38	241.61	1154.61	521.61
PC Closing Balance	5657.00	5413.97	4361.26	7457.05	7062.44	5558.87	5329.99	5088.38	4233.77	3712.16

	July 12	Aug 15	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
BFPG Open Balance	1721.00	1737.00	1737.53	1687.53	1667.28	1667.28	2014.21	1900.27	1900.27	1900.27
BFPG Inc	146.00	33.81				428.00	33.6			
BFPG Ex	130.00	33.28	50.00	20.25		81.07	147.54			
BFPG Closing Balance	1737.00	1737.53	1687.53	1667.28	1667.28	2014.21	1900.27	1900.27	1900.27	1900.27
Lady Close Orchard	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00
Tot Closing Balance	7552.00	7309.50	6206.79	9282.33	8887.72	7731.08	7388.26	7146.65	6292.04	5770.43

BODENHAM FLOOD PROTECTION GROUP REPORT
(4 FEBRUARY 2013)

1. **Bad Weather.**

a. Although the weather has been a mixture of rain and snow over the past month, there has been a relatively quiet start to the New Year on the flood protection front. This changed from the weekend 26 – 28 January through most of the following week when the thaw, combined with yet more rain, caused the Millcroft Brook to rise above the 0.5m level at the Brockington Bridge telemetry site on three occasions. During one of these it peaked at just over 1.1m, but not nearly high enough to cause any real concern. On 28 January the River Lugg was also up and the Millcroft Road/ Ketch Lane junction was under water, but this was only a few inches deep and cars were able to pass through it with care.

b. Yet more debris has been washed downstream to the Ketch Lane culverts during the month and the piles of material on the verge have grown correspondingly in size. It would be helpful if the Parish Clerk could remind Amey of our request that they dispose of them.

2. **Water Leaks in Millcroft Road.**

a. For some weeks now water has been constantly running down the North side of Millcroft Road from the wall surrounding the garden of England's Gate Inn. A similar stream can be seen running down part of the South side and both seem to have their source on the East side of the C1125 near the bus stop. Not only does this represent a substantial and continuing daily waste of water, but there is a real risk of accidents because in places the water runs across the centre of Millcroft Road and in very cold weather this freezes over and presents a very real hazard to both vehicles and pedestrians.

b. Both Welsh Water and Amey have been contacted about this, but neither have taken any action. Perhaps the Parish Clerk could contact Amey yet again and stress the need for the leaks to be stopped before an accident occurs.

3. **Monthly Meeting.** Our first Meeting of 2013 was held on Tuesday, 29 January and we were pleased to welcome to it Cllrs John Stone and Cathy Clarkson from Hope-under Dinmore Parish Council and Mrs Pat Austin, a resident in that Parish. Hope-under Dinmore has flood protection issues not unlike our own and, although it has not yet been confirmed, we understand that there is a prospect of their being allocated funding of around £70K this year to resolve these.

4. **Annual Coffee Morning.** A very successful BFPG Coffee Morning was held in the Siward James Centre on Saturday, 2 February, raising some £350. It was well attended and we again welcomed two residents of Hope-under Dinmore Parish, Cllr Stone and Mrs Austin.

K.A.M.