

BODENHAM PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 4th January 2016**

Present: Cllr Roger Austin, Cllr Pam James-Moore (Chair), Cllr Tony Mitcheson.

District Councillor Bruce Baker was also in attendance.

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

NOTE. With only three Councillors present, the Meeting was not quorate, but proceeded on the basis that all decisions could be ratified by the next quorate meeting of the Parish Council.

1. **Apologies for Absence.** Apologies for absence were received from Cllrs Alec Avery and Dennis Jackson.
2. **Declarations of Interest.** No declarations of interest were made.
3. **Minutes of the Previous Meeting.** The previous Minutes were accepted as a correct record after Minute 11 had been amended to read "BM1" instead of "BM3" (Proposer; Cllr Mitcheson; Seconder; Cllr Austin).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 5.1.** The Clerk reported that he had received and had circulated a quotation from Mr Robert Parker for installing slabs at the bus stop at Orchard Close. It was agreed that the Clerk should arrange a meeting with Mr Parker at the site to discuss the exact specifications of what was required, and that the Clerk should obtain a second quotation. **ACTION: CS**
 - 4.2 **Minute 5.2.** The Clerk reported that he had contacted the Locality Steward about the tree inspection she had proposed, but had not received a reply. He said that he would contact the Locality Steward again. **ACTION: CS**
 - 4.3 **Minutes 5.3.** The Clerk reported that he had recently received a list of dog owners living in or near to Orchard Close, to whom he would be writing. **ACTION: CS**
 - 4.4 **Minute 10.** The Clerk reported that he had contacted Marden Parish Council to say that their proposal that Marden should receive 70% and Bodenham 30% of the 'parish benefit' money accruing from the solar farm development was not acceptable. The Clerk further reported that Marden Parish Council had requested a meeting with Bodenham Parish Council to discuss the matter further. After discussion it was agreed that the Clerk should write to Marden Parish Council to say that Bodenham Parish Council did not wish to discuss the matter further and that each Parish Council should receive 50% of the 'parish benefit' money, as is the development company's usual practice. **ACTION: CS**
 - 4.5 **Minutes 12 and 13.** The Clerk reported that he had informed Herefordshire Council of the Parish Council's choice of street name and views on lighting for the development opposite England's Gate Inn.
 - 4.6 **Minute 15.** The Clerk confirmed that he had sent the precept request to Herefordshire Council.
5. **Opportunity for Members of the Public to Address the Parish Council.**
 - 5.1 Mr Tony Clark reported that some of the grips in Chapel Lane had been blocked by heavy vehicles damaging the verges. The Clerk was instructed to ask the Lengthsman to address the problem. **ACTION: CS**
 - 5.2 Mr Clark reported that the hedge alongside 1 Millcroft Road was overgrown and was obscuring the Brockington Road sign. The Clerk was instructed to ask the householder to cut the hedge back. **ACTION: CS**

5.3 Mr Clark asked about the implications of Cllr Booth's non-attendance for six consecutive meetings. Cllr James-Moore said that the Parish Council were aware of this and would consult Electoral Services at Herefordshire Council as to an appropriate course of action. **ACTION: CS**

5.4 Mr Clark reported that many of the drains along the C1125 were blocked again. The Clerk was instructed to report this to both the Locality Steward and the Lengthsman. **ACTION: CS**

5.5 Mrs Elizabeth Davies reported that the playground was flooded. The Clerk was instructed to ask the Lengthsman to investigate the problem. Cllr Mitcheson reminded Councillors that part of the Section 106 money accruing to the Parish from the development opposite England's Gate Inn was earmarked for improvements to the playground and this might provide the best opportunity to solve the drainage issue there. **ACTION: CS**

6. **Vacancies on the Parish Council.** Cllr James-Moore said that, because no election had been requested by parishioners, three of the four people who had expressed an interest in joining the Parish Council and had been invited to attend the meeting could be co-opted at the Meeting. Accordingly, she asked each of the three candidates who were present at the Meeting - Mr Jim Crane, Mr Richard Layton and Mr David Tilford - separately to address the Meeting in support of their candidacy (the fourth candidate being absent). Councillors then retired to a separate room to discuss the applicants' statements. Mr Crane, Mr Layton and Mr Tilford were duly co-opted, and were invited to join the Parish Council. They all accepted the invitation and were welcomed by the Chairman.

7. **Election of Parish Hall Representative.** This Item was deferred until the next Meeting.

8. **Planning Sub-Committee Membership.** This Item was deferred until the next Meeting.

9. **Additional Bank Signatory.** This Item was deferred until the next Meeting.

10. **Solar Farm Payments.** See Minute 4.4 above.

11. **Proposal from Mrs Karilyn Collins.** Cllr James-Moore reported that a proposal had been received from Mrs Karilyn Collins for the purchase of land opposite Bodenham war memorial for use as a community facility. Mr David Tilford said that the field in question had been identified by Herefordshire Council in its SHLAA as potential building land. Cllr Mitcheson added that in the current draft of the Neighbourhood Plan the field was identified as open space and that it might perhaps be beneficial if a larger part of it could be procured than that identified by Mrs Collins. Mr Jim Crane noted that the trees on the site were protected by tree preservation orders, but Mr Tilford pointed out that these could be revoked in some circumstances. Cllr Mitcheson proposed and Cllr Austin seconded that Hampton Court Estate - the owners of the land - be contacted about the proposal. This was agreed. Cllr James-Moore agreed to contact the Estate. **ACTION: PJ-M**

12 **Finance**

12.1 **Monthly Accounts.** The monthly accounts were approved (Proposer; Cllr Austin: Seconder; Cllr Mitcheson) and are attached as Annex A.

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

- Seward James and Arkwright Trust (October, November and December Parish Council meetings)	£58.50
- Seward James and Arkwright Trust (BFPG room hire)	£22.50
- DC Gardening Services (Lengthsman's December invoice)	£24.00
- Richard Horlock (websites support for 2014 and 2015)	£200.00
- Clerk's expenses (printer cartridges)	£30.00

13. **Planning.** The following planning application was considered:

- **153453: Tan Y Bryn, Church Lane. Proposed demolitions of existing garage and conservatory, alterations, replacement and new windows, repairs/ replacement of existing porch, replace existing concrete roof tiles with slate, alterations to boundary.** The Clerk reported that Mr David Tilford had produced a planning statement for this application, which was used for discussion, after which the Parish Council decide to raise no objections to the application (Proposer; Cllr Austin: Seconder; Cllr Mitcheson).

14. **Updates.**

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

14.2 **Parish Hall.** In the absence of a Parish Council Representative on the Parish Hall Management Committee Mrs Gwen Bowden reported that quotations were awaited for replacing the back door and that a security camera was now being tested.

14.3 **Lengthsman.** No report was given.

14.4 **Neighbourhood Plan.** Cllr Mitcheson reported that progress was being made on rewriting the draft of the Plan.

15. **Correspondence Not Previously Circulated.** The Clerk reported that there was no correspondence, which had not been previously circulated.

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

16.1 Cllr Baker reported that:

- the hedge on the corner of Wood House Lane had not yet been cut back to improve visibility. He requested that the Parish Council write to the (new) owner to ask that the hedge be cut back to the level of the fence around the property. **ACTION: CS**
- Herefordshire Council is to replace worn road markings as a matter of priority.

16.2 The Clerk reported that the Footpath Officer had asked him for assistance in finding the exact position at which the missing fingerpost at the end of BM26 was to be installed. The Clerk further reported that the Footpath Officer had cleared the site for replacing the stile on BM14 in Ketch Lane, but could make no further progress until the weather improved.

16.3 Cllr Mitcheson said that he had been told by the Locality Steward that she hoped that Millcroft Road would be resurfaced. She was aware that any such work would have to be coordinated with the imminent programme of replacing water mains in Bodenham.

16.4 Cllr Mitcheson reported that he and the Clerk had had a meeting before Christmas with Mr Will Steel and Mrs Rebecca Martin of Balfour Beatty Living Places about installing SIDs on the A417, at which Mr Steel said that he would take the matter forward. The Clerk was instructed to ask Mr Steel, if he had made any progress in doing so. Cllr Mitcheson added that Mr Steel had said that Traffic Regulation Orders would not be needed for the installation of gates on the A417, contrary to previous advice given to the Parish Council. **ACTION: CS**

16.5 Cllr James-Moore reported that New Leaf/Herefordshire Nature Trust were looking for volunteers to work at Queenswood Country Park.

17. **Date of Next Meeting.**

17.1 The next Meetings will be held on 1st February and 7th March 2016.

17.2 There being no other business, the Meeting closed at 9.00pm.

December 2015 accounts**16th OCTOBER 2015: OPENING BALANCE = £21496.21**

Date	Income	Expenditure	Comment
19th November 2015	£276.49		BFPG donations
19th November 2015		£38.88	Newsletter expenses
20th November 2015		£37.84	Clerk's PAYE
24th November 2015	£10.00		BFPG donation
30th November 2015		£151.67	Clerk's salary
2nd December 2015	£355.67		BFPG Quiz income
4th December 2015	£354.77		VAT refund
8th December 2015	£145.00		Newsletter advertising
10th December 2015		£38.96	Clerk's expenses
10th December 2015		£67.50	Footpath Officer invoice
11th December 2015		£138.65	QAVS presentation expenses
11th December 2015		£180.07	QAVS presentation expenses
14th December 2015		£34.78	QAVS presentation expenses
14th December 2015		£288.00	Website hosting and name registration
14th December 2015		£374.91	Parish Hall loan repayment
17th December 2015		£31.98	QAVS presentation expenses
18th December 2015		£194.25	December-January Newsletter
18th December 2015		£749.83	Public Works Loan Board
TOTALS	£1516.84	£1952.41	

CLOSING BALANCE = (£21496.21 + £1516.84 - £1952.41) = £21060.64



BODENHAM FLOOD PROTECTION GROUP REPORT **(4 JANUARY 2016)**

1. **Summary of the Past Month.**

a. Once again, in contrast to the extensive flooding in the North of England and in Scotland, we have so far been fortunate. As Councillors will be aware, the Millcroft Road/ Ketch Lane junction was flooded yesterday, but only to a depth of about 15 inches and some cars were getting through, albeit taking a certain amount of risk in doing so. Today the maximum depth on the road surface is about 18 inches and three cars have had to be recovered from Ketch Lane. We met the Locality Steward at the junction at about 4.00pm today and she has declared the road closed and is going to get Balfour Beatty to put the appropriate signs out. We have also started our annual task of clearing the Ketch Lane culverts clear of debris.

b. The early warning telemetry system has sent alarms on four occasions (26, 27 and 30 December and 2 January) over the past nine days to alert us that the level of the Millcroft Brook has risen above 0.5m. There was also a further alarm at 0.9m yesterday morning, but it fell very rapidly from that high point. At present the level in the Brook is at about the 0.5m point and steady, with the flow being slowed by the high level in the Lugg.

2. **Monthly Meeting.** There was no monthly Meeting in December.

3. **Proposed Visit by the Secretary of State for Energy and Climate Change.** We were due to receive a visit from The Rt Hon Amber Rudd MP, the Secretary of State for Energy and Climate Change, on Friday afternoon (8 January) and preparations for that were fairly well advanced. However, we were told today that the visit will not now take place and it will be interesting to see in due course from where she got a better offer.

4. **Salt Stocks.** Although not strictly the responsibility of the BFPG, I can report that the two pallets of salt bags which the Parish Clerk have been delivered and are stored alongside our reserve stock of sandbags at the Parish Hall.

5. **Annual Coffee Morning.** The Group's Annual fund-raising Coffee Morning will be held in the Siward James Centre from 10.00am to 12.00 noon on Saturday, 6 February 2016 and Parish Councillors are, of course, most welcome to attend.

K.A.M.