

BODENHAM PARISH COUNCIL

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

Present: Cllr Alec Avery, Cllr Tony Clark, Cllr Stan Davis, Cllr Dennis Jackson, Cllr Pam James-Moore (Chair), Cllr Richard Layton, Cllr Tony Mitcheson, Cllr David Tilford.

District Cllr Bruce Baker was also present.

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

1. Apologies for Absence. Apologies for absence were received from Cllrs Roger Austin and Jim Crane.
2. Declarations of Interest. No declarations of interest were made.
3. Minutes of the Previous Meeting.
 - 3.1 Cllr Clark said that the following corrections should be made to the Minutes:
 - Minute 13.2: add “Cllr” before “Mitcheson said.....”;
 - Minute 13.3: “Cllr” in the second line should read “Cllrs”
 - Minute 14.3: “I” should read “It” and “effects” should read “effected”;
 - Minute 16.6: “to” should be added before “remove”
 - 3.2 The previous Minutes were then accepted as a correct record (Proposer; Cllr Tilford; Seconder; Cllr Jackson).
4. Matters Arising from the Minutes.
 - 4.1 Minute 0. Cllr Mitcheson said that Mr Mike Darley - the Footpath Officer - had yet to contact him.
 - 4.2 Minute 5.1. Cllr Mitcheson confirmed that he had sent information about the provision of ‘gates’ as traffic calming measures to Cllr Crane.
 - 4.3 Minute 6. The Clerk reported that he had obtained a figure of £590 + VAT for a cabinet for one of the two types of defibrillator supported by the British Heart Foundation, and that the total cost to the Parish Council of installing a defibrillator at the Parish Hall would be around £990, plus the cost of fitting. The Clerk was instructed to obtain quotations for the electrical work in fitting a cabinet. ACTION: CS
 - 4.4 Minute 16.3. The Clerk reported that a meeting had been arranged with S&A Produce for 14th July.
 - 4.5 Minute 16.5. The Clerk reported that he had requested quotations for the refurbishment of the bench seat near the War Memorial from the Lengthsman and Mr Jeff Pollard.
5. Opportunity for Members of the Public to Address the Parish Council.
 - 5.1 Mr Paul Barrett asked about the sewerage arrangements for the new houses opposite **England’s** Gate Inn, given the inadequacy of the existing system. He said that Welsh Water had found a low spot near the Millcroft Road pumping station and that one cause of blockages was alleged to be that **England’s** Gate Inn had not installed a fat trap. Cllr Mitcheson said that over the past two years the issue of sewerage had been repeatedly raised with Herefordshire Council and with Welsh Water in relation to the Bell Homes development and other planning proposals in Bodenham Moor. Given that Welsh Water had not objected to any of these applications, it appeared that they considered the sewage system to be capable of supporting the future increased demands on it, while Herefordshire Council had not disagreed. It seemed that, despite the inconvenience to local residents, Welsh Water were happy to continue using tankers to remove surplus sewage rather than install a new system. Cllr

Tilford noted, however, that the pump at the Millcroft Road station had been upgraded recently, although it was not clear whether or not this had been successful. Referring to Mr **Barrett's** point about the situation in Millcroft Road, Cllr Layton remarked that a sewerage problem is the responsibility of the householder, if it occurs before the first manhole, but thereafter it is Welsh **Water's** responsibility. Cllr Baker said that he would contact the Environmental Health Officer at Herefordshire Council about the alleged issue of **England's Gate Inn's** discharges into the Millcroft Road part of the system. ACTION: BB

5.2 Mrs Gwen Bowden asked whether a timetable had been produced yet for the North Herefordshire **Hunt's** hound walking programme. The Clerk replied that he had not been given a timetable. Cllr Tilford reported that at present the problem of fouling by the hounds in Bowley Lane was less severe than it used to be. Cllr Clark added that the hounds were currently being walked on a route which largely avoids the built-up areas of Bodenham Moor.

5.3 Mrs Gwen Bowden asked that the Lengthsman be thanked for cleaning rubbish from the bus shelters. ACTION: CS

5.4 Mrs Liz Davies asked about the hedge along the west side of the C1125 between the Surgery and Millcroft Road. The Clerk said that he had reported the matter to the Locality Steward on more than one occasion and would do so again. ACTION: CS

5.5 Mrs Bowden asked about the continuing lack of a pavement on the strip of ground on the corner of Millcroft Road and the C1125 adjacent to **England's Gate Inn**. Cllr Mitcheson said that the Bell Homes development opposite the Inn included a plan to install a pedestrian crossing from the new estate across the C1125. This would connect with a new pavement along the short stretch of Millcroft Road between the C1125 and Brockington Road. This would then allow local residents, especially those in the new houses, to access the Surgery, Playground and shops *via* Brockington Road without having to walk along the C1125. Similarly, the proposal to construct five houses just North of the Inn included a plan to install a footpath to the West of the Inn connecting that development with Brockington Road. Once this path was in use local residents in the centre of Bodenham Moor who were seeking to reach, or return from, the pavement along the A417 would be able to do so without having to venture along the C1125 in front of the Inn.

6. Solar Farm Contract. The Clerk reported that the terms of the contract had been agreed. The Clerk was instructed to sign it on behalf of the Parish Council. ACTION: CS

7. Footpath near Tan Y Bryn. The Clerk reported that the footpath near Tan Y Bryn had deteriorated further. Cllr Tilford reminded Councillors that he had circulated a map showing the location of the problem. The Clerk was instructed to contact the Locality Steward about the matter and to send her Cllr **Tilford's** map. It was agreed that, if the response received from the Locality Steward indicated that Balfour Beatty did not regard the issue as a high enough priority to justify their taking remedial action in the near future, the Parish Council would consider the matter further. ACTION: CS

8. Lengthsman. Cllr Clark asked who had authorised the Lengthsman to do the planting around the War Memorial. The Clerk replied that he had done so. Cllr Clark said that in his opinion the Lengthsman had been doing work which Herefordshire Council should be doing. Cllr Tilford queried the grass cutting in Chapel Lane and Rowberry Lane. He suggested that a sub-committee should be formed to review the **Lengthsman's** duties. The Clerk was instructed to arrange a meeting between the Lengthsman, Cllr Tilford and himself. ACTION: CS

9. Finance.

9.1 Monthly Accounts. The Clerk presented the monthly accounts. Cllr Clark said that he had identified what he believed to be some errors in the accounts, which he listed. Cllr Jackson proposed and Cllr Layton seconded that the monthly accounts be accepted subject to the accounts being corrected. This was agreed unanimously. (N.B. The corrected accounts are attached as Annex A). ACTION: CS

9.2 Spreadsheet. The Clerk was instructed to prepare an up-to-date spreadsheet for the next Meeting. ACTION: CS

9.3 Outstanding Invoices. It was agreed that the following invoices be paid (Proposer; Cllr Tilford: Seconder; Cllr Mitcheson).

- Clerk's Expenses (cartridges)	£21.00
- DC Gardening Services (Lengthsman's June invoice)	£1164.00
- Mr M Darley (Footpath Officer's invoice)	£175.00

10. Planning. The following planning applications were considered:
- 161521: Dalarna, Church Walk: Proposal to remove roof lights to rooms in roof space and replace with dormer windows. The Parish Council ratified its earlier decision not to object to this application.
 - 161466/7: Venns Green Farm, Marden: Conversion of redundant agricultural buildings to 3 dwellings. Cllr Tilford said that he had circulated a planning statement and proposed that, since the application related to a site in Marden, the Parish Council should make no comment on it. Cllr Mitcheson suggested, however, that the Council should submit an observation along the lines of Cllr **Tilford's** planning statement and this was agreed.
ACTION: CS
11. Updates.
- 11.1 Bodenham Flood Protection Group. Cllr Mitcheson gave a report, which is attached as Annex B.
 - 11.2 Parish Hall. Cllr Layton reported that the Parish Hall Management Committee had decided in principle to proceed with the installation of new doors, but were uncertain about the cost and were seeking to obtain a second quotation.
 - 11.3 Lengthsman. See Minute 8 above.
 - 11.4 Neighbourhood Plan. Cllr Mitcheson reported that additional maps had been prepared for inclusion in the draft Plan and that Herefordshire Council had completed the Strategic Environmental Assessment and the Habitats Regulations Assessment. He reminded Councillors that it was the Parish Council, and not the Neighbourhood Plan Steering Group, which was responsible for submitting the Plan for Consultation and Examination. The Parish Council would therefore be asked at its next Meeting on 1 August to approve the draft Plan for submission to its Regulation 14 Consultation and he would be circulating the draft to Councillors in advance of that Meeting. If Councillors were able to let him have before 1 August any comments they wished to make, that would be helpful. All being well, he hoped that the six week Regulation 14 Consultation would take place in September/October.
12. Correspondence Not Previously Circulated.
- 12.1 Cllr James-Moore said that she had received a letter from Mr and Mrs Wilson of 1, Church Walk about the refusal of their planning application asking the Parish Council to indicate what changes to the application would be necessary to allow it to withdraw its objections. It was agreed that Cllr Tilford should draft a reply to Mr and Mrs **Wilson's** letter.
ACTION: DT
 - 12.2 The Clerk reported that he had received the latest edition of Clerks and Councils Direct.
 - 12.3 The Clerk reported that he had received from Herefordshire Council a copy of the Public Path Diversion Order for footpath BM13. Cllr Davis asked for a copy, which the Clerk said he would provide.
ACTION: CS
13. Other Business (including the District **Councillor's** Report).
- 13.1 Cllr Clark reported that the felt at one corner of the roof of the Chapel Lane bus shelter was loose. Cllr Layton offered to inspect the roof and, if possible, repair it. ACTION: RL
 - 13.2 Cllr Mitcheson asked about the issues which Bodenham Sailing Club had raised about their relationship with Herefordshire Wildlife Trust and New Leaf and whether Cllr Clark had yet been invited to a meeting of the Bodenham Lake Management Group. The Clerk said that he had made repeated requests to the Site Manager for the time and date of the next meeting of the Group and would continue to do so. ACTION: CS
 - 13.3 Cllr Avery asked about the action needed to clear the drains on the C1125. The Clerk said that he would continue to ask the Locality Steward about this. ACTION: CS

13.4 Cllr Baker reported that he was concerned about the treatment of the Bodenham Sailing Club. He had received assurances about the future of the Club, but had written to Herefordshire Wildlife Trust following their recent decisions about the future of the Sailing Club at Bodenham Lake. However, he had not yet received a reply. He noted that in the past the Sailing Club had been given a licence, rather than a lease. He added that he was to have another meeting with Herefordshire Council, Herefordshire Wildlife Trust and New Leaf, when this could be arranged.

13.5 Cllr Baker said that the issue of the hedge on the corner of Wood House Lane had yet to be resolved.

13.6 Cllr Baker reported that consultation surveys about library provision and local transport are available on the Herefordshire Council website.

13.7 Cllr Davis said that there was a continuing problem with dust from the grain store in Chapel Lane covering a nearby house. Cllr Tilford suggested that the householder should be advised to contact the Environmental Health Officer at Herefordshire Council.

ACTION: SD

14. Date of Next Meeting.

14.1 The next Meeting will be held on Monday, 1st August 2016.

14.2 There being no other business, the Meeting closed at 9.30pm.

June 2016 Accounts

OPENING BALANCE on May 18th = £25962.72

Date	Income	Expenditure	Comment
20th May 2016		£37.84	Clerk's PAYE
31st May 2016		£151.67	Clerk's salary
7th June 2016	£150.00		Newsletter advertising
8th June 2016		£43.50	BFPG room hire
8th June 2016		£60.75	PC room hire
13th June 2016		£25.99	Clerk's expenses
13th June 2016		£175.00	Footpath officer's expenses
13th June 2016	£374.92		Parish hall loan
15th June 2016		£558.00	Lengthsman's May invoice
TOTALS	£524.92	£1055.50	

CLOSING BALANCE = (£25962.72 + £524.92 - £1585.97) = £24901.67



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

1. **Summary of the Past Month.** Although there has been quite a lot of rain over the past few weeks, this has not noticeably affected water levels in the Millcroft Brook or other watercourses.
2. **Monthly Meeting.** The Group's monthly Meeting was held on Tuesday, 28 June and was attended by 17 members.
3. **Possible Invitation to Mr Bill Wiggin MP.** We await the outcome of the Parish Council's invitation to Mr Bill Wiggin MP to attend one of the Group's working party sessions. (**Afternote.** We have heard from Mr Wiggin's office that he is hoping to visit the working party session on Friday, 5 August).
4. **Herefordshire Council's Revised Sandbag Policy.** Although we hold sufficient stocks of sandbags to see us through next winter, we have started investigating the best sources for obtaining sandbags in the future. We will aim to produce quotes in time for these to inform the preparation of the Parish Council's 2017-18 precept.
5. **Environment Agency Hi Vis Vests.** We have been in contact with the Environment Agency's Flood Resilience Team at Tewkesbury and they have generously offered to provide the Group with more hi-vis vests. These will be presented at a future working party session, possibly on Thursday, 28 July. (**Afternote.** It is now hoped that the presentation will take place on Friday, 5 August).
6. **Working Parties.**
 - a. **Friday, 24 June 2016.** Fifteen members took part in a working party session on Friday, 24 June when the Group started tackling overgrown vegetation on the stretch of the Millcroft Brook downstream from the Brockington Bridge:
 - b. **Thursday, 30 June 2016.** A second session, attended by 15 members, was held on Thursday, 30 June to continue the clearance work still further downstream past the end of Ash Grove Close. This was the first time that the Group has ever conducted a working party other than on a Friday, but the change of weekday proved popular because it avoided any clash with the weekend and is therefore likely to be continued.
 - c. **Future Sessions.** The next sessions are planned for:
 - (1) **Thursday 14 July** at 6.00pm, meeting at the Millcroft Road cul de sac.

(2) **Thursday 28 July** at 6.00pm – probably at Millcroft Farm (to be confirmed).

7. **Social Events**. Councillors are very welcome to attend the BFPG's social events:

a. **Annual Barbecue**. The next such event is the Annual Barbecue, which this year is being hosted by Mr and Mrs Stephens on Saturday, 30 July at Rowberry Lane.

b. **Annual Bonfire Party**. That is followed by the Bonfire Party at Millcroft Farm on Saturday, 8 October.

K.A.M.