

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 4th March 2019**

**Present:** Cllr A Avery      Cllr T Clark      Cllr J Crane      Cllr P James-Moore  
Cllr R Layton      Cllr T Mitcheson      Cllr T Morris      Cllr D Tilford      Cllr K Tremain

District Councillor Bruce Baker was also in attendance.

7 members of the public were present.

1. **Apologies for Absence.** Apologies for absence were received from Cllr S Collin.
2. **Declarations of Interest.** Cllrs James-Moore and Mitcheson declared an interest in Agenda Item 9.
3. **Minutes of the Previous Meeting.** The Minutes of the previous Meeting were approved (Proposer; Cllr Mitcheson: Seconder; Cllr Tilford).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 4.5: Parish Council Summit.** The Clerk reported that he had been unable to find details of Yarpole's co-ordinated approach to social care on that Parish Council's website. Cllr Avery said that he, too, had been unable to find any relevant information.
  - 4.2 **Minute 4.6: Parking at the Post Office and Hair Affair.** Cllr Tilford said that the proprietors of both the Post Office and Hair Affair were willing to have signs on their premises informing people of the facility to park on Bache's forecourt. Cllr Tilford showed the signs he had made to Councillors, who were happy for him to install them.

**ACTION: DT**
  - 4.3 **Minute 4.8: White Lines at the Ketch Lane/Millcroft Road Junction.** Cllr Baker reported that the white lining had been done.
  - 4.4 **Minute 5.1: Brockington Road Noticeboard.** Cllr Clark said that replacing the backing to the noticeboard was "a work in progress".
  - 4.5 **Minute 6: Grain Store Operating Times.** Cllr Baker said that he had consulted the Environmental Health department of Herefordshire Council and the operations of the grain store did not seem to be contrary to current legislation. Cllr Tilford said that the complainant needs to produce hard evidence that the health of people living in the vicinity of the grain store has suffered.
  - 4.6 **Minute 7: Crime Prevention Officer.** The Clerk reported that he had arranged for Mr Paul Crumpton - the West Mercia Rural & Business Crime Officer (Crime Prevention) - to give a talk at Bodenham Parish Hall at 7pm on Thursday 21st March.
  - 4.7 **Minute 9: Duke of Edinburgh Award Volunteer.** The Clerk and Cllr James-Moore reported that they had contacted the volunteer and his parents respectively.
  - 4.8 **Minute 11: Planning Appeals at Land Adjacent to Brockington Hall.** Cllr Tilford reported that he had drafted a letter, which, the Clerk confirmed, had been added to the appeal documentation.
  - 4.9 **Minute 14.2: Quotations for Playground Path.** Cllr Mitcheson reported that Mr Derek Pritchard had visited the site and had taken measurements, but had not yet quoted for the work. In Cllr Collin's absence no report was given about a second quotation. Cllr Mitcheson said that some of the woodwork in the fence around the playground was in poor condition and that a bracket was needed to support the paling next to one of the corner posts. (See also Minute 5.1 below).

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

5.1 Mrs Claire Pickard suggested that, rather than installing a long pavement, the gate to the playground could be moved. Various options were considered by Councillors, but the general view was that in the interests of safety the gate should remain where it is.

6. **Fly Tipping in Smeadals Lane.** The Clerk explained that fly tipping in Smeadals Lane was generally a regular occurrence and that a specific instance was what appeared to be animal bedding being dumped every four or five weeks. The Clerk said that it had been suggested to him that installing a trail camera might produce evidence of the identity of the fly tipper or their vehicle. No decision was made about this, but Cllr Mitcheson said that it might be useful to advertise that trail cameras are in use. Cllr Tilford said that the advice of Mr Paul Crumpton – the Rural and Business Crime Officer at West Mercia Police - could be sought at his talk on 21st March.

7. **Parish and County Council Election on 2nd May.** The Clerk said that elections would be held on 2nd May for the ten seats on the Parish Council and for the Hampton Ward County Council seat, if sufficient nominations were received. Nomination forms could be obtained from him on request. He added that he was unclear as to what costs, if any, might be incurred by the Parish Council, because the letter from Electoral Services at Herefordshire Council was unclear. The Clerk was instructed to ask Electoral Services to clarify the matter. **ACTION: CS**

8. **Salvation Army Clothes Bank.** The Clerk had circulated a letter from The Salvation Army asking whether a clothes bank might be sited at the Parish Hall. The Clerk was instructed to forward the letter to Mr Robin Knott, the Chairman of the Parish Hall Management Committee. **ACTION: CS**

9. **Finance**

9.1 **Monthly Accounts Statements.** The Clerk reported that the monthly bank statement had not been circulated, because of problems with scanning it, but the monthly accounts and spreadsheet had been circulated. He explained the details of the accounts, which were then approved (Proposer; Cllr Tilford: Seconder; Cllr Crane) and are attached as Annex A.

9.2 **Spreadsheet.** The Clerk presented the spreadsheet and explained the details thereof.

9.3 **Outstanding Invoices.** The following invoices were presented for payment:

- C D Smith (Clerk's expenses: printer cartridge; stamps)	£14.96
- Mrs P James-Moore ( <i>Newsletter</i> expenses: stamps)	£34.80
- Siward James and Arkwright Trust (BFPG room hire)	£64.50
- Leominster Community Resource Centre (February <i>Newsletter</i> )	£185.00

10. **Planning.** The following planning applications were presented for consideration:

- 190412/V: *Stoneleigh Bodenham Hereford Herefordshire HR1 3HS, Certificate of lawfulness for proposed construction of flat dormer windows on 2nd floor, reduction of rear chimney stack and removal of glazed gable ground floor roof to slate tiled lean-to.* Cllr Tilford queried why a Certificate of Lawfulness was being sought rather than a full planning application being submitted. Cllr Morris said that the procedure is legal and is being used increasingly. Cllr Tremain said a planning officer makes the decision as to which method is appropriate. Cllr Mitcheson suggested that Cllr Tilford could establish the facts. **ACTION: DT**

- 190624: *St Michael's C. of E. Primary School : Erection of canopy over external play area to front (West) elevation. Replacement enlarged canopy to side (North) elevation. Single-storey rear extension to provide additional cloakroom space.* Cllr Tilford suggested that the Planning Sub-Committee should visit the School and make a recommendation for the Clerk to submit to Herefordshire Council by the deadline for comments (25th March). **ACTION: SUB-COMMITTEE**

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 said that he had nothing new to report.

12. **Correspondence Not Previously Circulated.** The Clerk reported that the latest copy of *Clerks and Councils Direct* had been passed to Cllr James-Moore.

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

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

- Herefordshire Council has agreed its 2019-20 budget, which includes a council tax rise of 4.9%:
- a windfall of £2m to Herefordshire Council is to be spent on various projects, including money for those parishes which have a lengthsman to spend on lengthsman's work on ditches and highways:
- a review is under way to do more "joined-up councilling":
- work on tree felling, pollarding and crown lifting and hedge removal in fields off Dunfield Lane is being done to improve and extend land use for agriculture and was not illegal:

13.2 Cllrs James-Moore asked Cllr Crane about the installation of the gates on the A417. He replied that he had been told that the installation would take place in early March.

13.3 Cllr James-Moore asked the Clerk about the feasibility study for a one-way system on the C1125. The Clerk said that the study had been included in Balfour Beatty's 2019-20 budget, but no date had been given for when the study would be undertaken.

13.4 Cllr Tremain gave a report on the consultation on adult exercise equipment. This is attached as Annex C. She said that 24 responses to the questionnaire had been received, of which 20 were in favour, 2 were against and 2 were uncertain. Of the 20 respondents in favour, 11 had used adult exercise equipment before and said that they would use any such equipment in Bodenham 2-3 times per week. Cllr Tremain said that the most requested item of equipment was a fixed pedal cycle. Cllrs James-Moore and Tilford thanked Cllr Tremain for her work on the questionnaire. It was agreed that the next agenda should include an item on adult exercise equipment for a fuller discussion. **ACTION: CS**

13.5 Cllr Tremain asked whether there was a waste bin in the conservation area, and, if not, whether one could be installed. Cllr James-Moore replied that at present there are no bins in the conservation area. Cllr Baker said that, if Balfour Beatty are required to empty the bin, they would have to supply and install it. The Clerk was instructed to ask Balfour Beatty about the cost of supplying and installing a bin. **ACTION: CS**

13.6 Cllr Tremain thanked whoever sweeps the path near the Orchard Close bus stop for doing so.

14. **Dates of the Next Meetings.**

14.1 The next Meetings are on 1st April and 13th May (Annual Meetings).

14.2 There being no other business, the Meeting closed at 8.45pm.

**February 2018 accounts****OPENING BALANCE on 18th JANUARY 2019 = £43171.18**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
21st January 2019		£56.76	HMRC (Clerk's PAYE)
23rd January 2019	£389.00		BFPG coffee morning
24th January 2019	£40.00		Newsletter advertising
25th January 2019	£198.66		Footpath Officer Q3 payment
31st January 2019		£227.50	Clerk's salary
5th February 2019	£20.00		Newsletter advertising
11th February 2019		£7.00	Clerk's expenses
12th February 2019	£80.00		Newsletter advertising
<b>TOTALS</b>	<b>£727.66</b>	<b>£291.26</b>	

**CLOSING BALANCE on 12th FEBRUARY = (£43171.18 + £727.66 - £291.26 ) = £43607.58**



**BODENHAM FLOOD PROTECTION GROUP REPORT**  
**(4 MARCH 2019)**

1. **Summary of the Past Month.** The weather recently has been so exceptionally mild that the risk of flooding has been negligible.
2. **Monthly Meeting.** On Tuesday, 26 February twenty members attended the Group's monthly Meeting.
3. **River Wye and Lugg Natural Flood Management Project.**
  - a. Following the Launch of the Bodenham NFM Project on 23 January, Mrs Beth Lewis, the NFM Project Officer, has been in touch with me to arrange the first meeting of the Bodenham Brooks NFM Community Group. This will take place in the Siward James Centre from 6.45pm – 7.45pm on Tuesday, 12 March. Mrs Lewis will be sending out invitations to the 11 local residents who expressed an interest at the Launch Meeting in supporting the Project. I am sure that she would welcome attendance by anybody else who was not at the Launch, but who would like to contribute. If anybody is interested, they should let me know and I can pass the details on to her.
  - b. Mrs Lewis has also been investigating the positioning of water level and flow meters in the Moor Brook and the Millcroft Brook. This is because the Environment Agency require such data to be recorded to demonstrate the effectiveness of NFM measures over time. At present, the plan is, with permission from Mr and Mrs Maxwell, to site a sensor in the Moor Brook where it flows through the garden of Brook House. As regards the Millcroft Brook, I have put Mrs Lewis in touch with Isodaq who maintain the Parish Council's telemetry system at the Brockington Road Bridge. The sensor there only records water levels, but it seems that Isodaq will be able to calculate flow rates as well from that data, so there will be no need to upgrade the sensor itself.
  - c. Another issue is the desire for 'transparency' and 'open government'. The Environment Agency want all this data to be made publicly available and so Mrs Lewis is in discussion with Isodaq as to how this can be achieved. I have said that I do not believe that the Parish Council will have any difficulty with this, or any other use of the telemetry system, so long as its basic function – that of providing us with early warning of potential flood events – is not prejudiced in any way.
4. **Culvert Replacement Update.**
  - a. At the Group's last Meeting we were asked for an update on the proposed replacement of both the Ketch Lane culverts and the culvert in the Orchard Close drainage system. Cllr Bruce Baker kindly undertook to investigate where matters stood on both issues and during

the past month he has spoken to Mr Pugh, who indicated that in his view the real flooding concern relating to Orchard Close was the replacement by householders of the open watercourse along the North of the Close with inadequate underground pipes in order to extend their gardens.

b. Cllr Baker also wrote to Mr Joel Hockenhull, the Senior Drainage Engineer at Balfour Beatty Living Places (BBLP) and a meeting was arranged for 1.30pm on Friday, 22 February at Millcroft Farm. This was attended by Mr Hockenhull and Mr Mark Watkins from BBLP, as well as Cllr Baker, the Secretary of the BFPG and myself. We visited the Ketch Lane culverts and discussed both the short and long term issues affecting them.

c. For the immediate future Mr Hockenhull questioned why the Secretary and I took it upon ourselves to clear debris from the culverts and suggested that we should simply report that debris was in the watercourse and rely on the Locality Steward to arrange for BBLP to remove it. I expressed my concern that in bad weather BBLP would have many other tasks to perform and would not give this one the priority that the BFPG felt it deserved. Furthermore, even though the damaged railings above the culverts have been repaired – for which I have thanked BBLP – clearing the debris was not a task which can be quickly and easily performed.

d. Turning to the long term, Mr Hockenhull said that, as matters stood, the various designs which BBLP had produced for box culverts to replace the existing culverts, as well as Cllr Price's idea for a longer culvert fully aligned with the Brook, were of little value. This was because no preliminary feasibility study had been carried out to underpin any of them. In addition, he felt that securing the funding for any such replacement project would be challenging because it would come up against the Environment Agency's cost/ benefit rule, *i.e.* that the benefit secured by a project should outweigh its cost by 8:1. I queried why no feasibility study had preceded the design work undertaken by BBLP and expressed concern that Cllr Price, who has promised to take the project forward, should have been placed in a false position by not having been given the necessary evidence to support it.

e. In the discussion which followed Mr Hockenhull expressed considerable interest in the culverts, the Brook, the Millcroft Farm relief channel and the telemetry system, which he visited after the Meeting. He examined the Millcroft Farm culvert, questioned the Secretary and myself about the events of 20 July 2007 and looked through many of the BFPG's photographs. At his request I have sent 27 of these to him, together with a copy of Mr Rod Hawnt's December 2008 report which identified the inadequacy of the Ketch Lane culverts to cope with major flash flooding events – a finding which was fully confirmed by the report made by Mr Brian Faulkner to Herefordshire Council in 2010.

f. Regarding the Orchard Close culvert Mr Hockenhull indicated that it was for the Parish Council to take forward any replacement at its own expense, if it so wished. BBLP have produced a design for such a replacement, but, although not mentioned at the meeting, the implication from the Ketch Lane discussion is that a feasibility study should be conducted first. However, Mr Hockenhull promised to provide the Chairman with the contact details for two suitable contractors should the Parish Council decide to proceed.

5. **Working Party Sessions.** Members agreed that the first working party session of the 2019 'season' will be on Friday, 26 April. This will, of course, be preceded by spraying of watercress in the Millcroft Brook.

6. **Social Calendar**. As I have already reported, the Annual Bonfire Party will be held on Saturday, 12 October at Millcroft Farm and the Quiz Night will be on Friday, 29 November in the Parish Hall. No date has yet been set for the Barbecue.

K.A.M.

**Report for Parish Council Meeting on 4.3.19**

**Adult Exercise Equipment Questionnaire/Survey**

- Twenty-four responses were received, twenty of which were definitely positive. Two respondents were definitely not in favour, citing the unfavourable British climate, initial cost/maintenance costs, and the possibility of damage. There was one comment that it was unlikely to appeal to older people.
- Of the twenty positive responses, eleven had seen and/or used such equipment before, three in the UK, the remainder abroad.
- Most respondents said that they would use such equipment an average 2-4 times per week, although more than one respondent mentioned this being dependent on the time of year and prevailing weather conditions.
- Pedal cycle equipment was mentioned by almost all respondents. Other requests were for cross trainers, balance beams, and general upper body strengthening equipment. There were also requests for a treadmill and rowing machine.
- The Village Green/adjacent to the Play Area emerged as the clear favourite for the location, being either the first or second choice of eighteen respondents. The second most popular location was close to the Surgery (mentioned by eight).
- Other comments – several respondents mentioned that such equipment was fun to use, suitable for all ages, and that they had found it socially, as well as physically, beneficial.

**Conclusion**

The survey results indicate that an outdoor gym would be welcomed. However, it could be argued that only those who support such an initiative would make the effort to complete a questionnaire. It therefore needs to be decided whether twenty-four responses are sufficient to give a fair/representative indication of the overall level of demand.

If the Parish Council were minded to pursue the project further, the issues of securing a suitable location and possible grants to fund the purchase of the equipment would be needed.