

BODENHAM PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 4th September 2017**

Present: Cllr T Clark Cllr S Collin Cllr D Jackson Cllr P James-Moore
 Cllr R Layton Cllr T Mitcheson Cllr D Tilford Cllr K Tremain

District Councillor Bruce Baker was in attendance.

PCSO Steph Annette was also in attendance for the start of the Meeting

5 members of the public were present.

Introduction. PCSO Steph Annette reported that a burglary had occurred in Bodenham, where entry was gained via a window at the rear of the property. She asked parishioners to be extra-vigilant. In response to a question from Cllr Collin, PCSO Annette said she could offer no further information about the recent serious road accident on the A417 outside Saffrons Garage.. After discussion about speeding and average speeds on the A417, the Clerk was instructed to contact the Safer Roads Partnership again about his previous email, and to copy PCSO Annette into the correspondence.

ACTION: CS

1. **Apologies for Absence.** Apologies for absence were received from Cllrs A Avery and J Crane.
2. **Declarations of Interest.** Cllr Mitcheson declared an interest in Item 12.
3. **Minutes of the Previous Meeting.** The Minutes of the previous Meeting were accepted as a correct record (Proposer; Cllr Tilford: Seconder; Cllr Clark).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 4.4: Hedges on the C1121.** It was reported that the hedges along the western end of the C1121 had been cut, but that the hedge along the front of Bodenham Manor had regrown.
 - 4.2 **Minute 6: Bridleway BM26.** The Clerk reported that he had contacted Balfour Beatty, Mr Michael Mable - the Definitive Map Modification Officer - and the owners of Maund Bryan House about the condition of the Maund Bryan end of BM26. Mr Mable had agreed to a site meeting, although no date had yet been set for this, but no other replies had been received.
 - 4.3 **Minute 5.1: The Bus Shelter at England's Field.** Cllr Tilford raised the issue of Bell Homes being asked to rebuild the bus shelter opposite England's Gate Inn. Cllr Baker said that he would report on the matter in his District Councillor's Report. (See Minute 16.1).
5. **Opportunity for Members of the Public to Address the Parish Council.**
 - 5.1 Mrs Liz Davies commented favourably on the new pavement outside England's Field.
 - 5.2 Mrs Gwen Bowden said that she had asked about the apparently diseased chestnut tree on the village green and had been told by the Clerk that the tree was probably suffering from horse chestnut leaf blotch, which is widespread, but does not seriously damage the tree.
6. **Statement re. Ashgrove Croft Planning Application.** Cllr Tilford expressed concern that his comments at the August Parish Council Meeting regarding the Ashgrove Croft planning application had been misrepresented, after an email had been received from Mr Peter Jones. Cllr Tilford stated that he had never said that the owners of the adjacent property were "up in arms" about the

application, or that they had previously owned the land known as Ashgrove Croft. The Clerk was instructed to reply to Mr Jones' email to this effect. **ACTION: CS**

7. **Precept.** The Clerk reported that he had received a letter from Herefordshire Council asking the Parish Council to set its precept by 31st December. It was agreed that a sub-committee should be formed consisting of Cllr Jackson, Cllr Mitcheson and the Clerk, which would report back to the Parish Council at the next Meeting. (**Afternote.** Cllr Tremain subsequently volunteered to join the Sub-Committee, while Cllr Jackson has resigned from it).

ACTION: PRECEPT SUB-COMMITTEE

8. **Lengthsman Sub-Committee.** Cllr Jackson said that the Sub-Committee had met to consider how to proceed and had obtained a list of possible candidates who would be invited to quote for the role.

9. **Playground Sub-Committee.** Cllr Collin reported that the Sub-Committee had met with two playground suppliers, who will quote for drainage, surfacing and playground equipment, as well as for stand-alone exercise equipment for older people. She said that the quotes would be discussed by the Sub-Committee, which would then report to the Parish Council. Cllr Mitcheson asked whether any of the existing equipment would be retained. Cllr Collin replied that some of the equipment might be kept, but that there was evidence that some of it was beginning to deteriorate. Cllr Mitcheson also asked about obtaining funding from other sources. Cllr Collin said that this would be considered after the quotes had been received. The Clerk said that he would contact Ms Yvonne Coleman at Herefordshire Council about installing stand-alone exercise equipment for older people on the village green. **ACTION: CS**

10. **Accident on the A417 at Saffrons Cross on 28th August.** Cllr Collin described the recent accident on the A417 at Saffrons Garage. Cllr Mitcheson said that a log should be kept of any accidents, incidents or near misses on the A417 to support the Parish Council's case for improving road safety along the road. Cllr Collin said that the police would log any such events, if they were reported on the 101 phone number. The Clerk was instructed to set up a log. **ACTION: CS**

11. **Defibrillator Training.** Cllr James-Moore proposed that a defibrillator training session should be arranged. This was agreed unanimously. Cllr Jackson said that the previous training session was arranged for an afternoon, which seemed to be the most suitable time. The Clerk was instructed to arrange a defibrillator training session. **ACTION: CS**

12. **Finance.**

12.1 **Monthly Accounts Statements.** The monthly accounts had been circulated and were accepted (Proposer; Cllr Tilford: Seconder; Cllr Clark). The accounts are attached as Annex A. The Clerk had also circulated the monthly spreadsheet version of the accounts.

12.2 **Outstanding Invoices.**

- Mrs B A Mitcheson (for Growell Garden Care; mowing village green)	£120.00
- Mrs B A Mitcheson (for Growell Garden Care; BFPG sandbag cage relocation)	£35.00
- Bluehinge (Bullocks display board)	£420.00
- Leominster Community Resource Centre (September <i>Newsletter</i>)	£185.00

12.3 The invoice for the display board was discussed, since the board had not yet been installed, and it was agreed that payment of this invoice be delayed until the situation was clarified. There being no further objections, the payment of the invoices was approved (Proposer; Cllr Tilford: Seconder; Cllr Clark).

13. **Planning**

- 172842/AM: *Hollybush Cottage: Non-material amendment to permission 162976 glazing/oakframing arrangement to gable end of extension.* The application was ratified.
- 172947: *River View: Remove Leyland hedge approximately 15-20 trees. ('No objection' response for ratification).* The application was ratified.

- 172982 - *Land adjacent to Stoneleigh: Variation of condition 2 151651 (Proposed erection of 3 detached residential dwellings with garages) - Plot 2 house & garage revised.* Cllr Tilford had circulated a planning statement, in which he said that the proposed changes were largely cosmetic. Cllr Clark proposed and Cllr Jackson seconded that a 'no objection' response should be made, which was accepted unanimously. Cllr Mitcheson then pointed out that the previous application (151651) had said that a Sustainable Drainage System would be installed, but the current application only mentioned a soakaway. The Clerk was instructed to ask the planning officer to check and comment on this discrepancy.

ACTION: CS

- 173019/XA2: *The Walled Garden: Approval of details reserved by condition.* No objection was made to this application.

- 173116: *The Crozen, Felton, Redevelopment of existing poultry site namely; demolition of three existing poultry buildings and erection of two replacement larger poultry buildings, feed bins and associated development.* Cllr Tilford explained the details of the application and suggested that the Parish Council should make a 'no objection' response, conditioned on the lighting being designed not to affect nearby properties. This was agreed (Proposer; Cllr Collin: Secunder; Cllr Clark).

14. **Updates**

14.1 **Bodenham Flood Protection Group.** Cllr Mitcheson gave the BFPG's monthly report which is attached as Annex B.

14.2 **Parish Hall.** Cllr Layton reported that the last meeting of the Parish Hall Management Committee had been the AGM, which he had been unable to attend. However, he understood that there was as yet no agreement over the financial arrangements for the planned mobile phone mast. Mrs Gwen Bowden reported that the toilets had been cleaned and that water heaters were to be installed in the ladies and disabled toilets. She added that Mr Robin Knott, the Chairman of the Hall's Management Committee, had applied to Herefordshire Council for a grant for the Parish Hall and was waiting to hear the outcome.

14.3 **Neighbourhood Plan.**

14.3.1 Cllr Mitcheson reminded Councillors that he had circulated to them the latest draft of the Neighbourhood Development Plan (NDP), as well as the draft Consultation Statement which had to be submitted with it. The Steering Group regarded both documents as now fit to be submitted for Regulation 16 Consultation, with the proviso that they might be subject to some amendment in the light of Herefordshire Council's further consideration and possible updating of the Habitat Regulations Assessment (HRA) and the Strategic Environmental Assessment (SEA). Herefordshire Council would also be converting the NDP's policies maps to the Council's standard format.

14.3.2 He noted that, although the draft NDP and draft Consultation Statement had been prepared by the Steering Group, and even though membership of the Steering Group was largely made up of Councillors, these were Parish Council, not Steering Group, documents. He was therefore requesting the Parish Council's formal approval for them and for their submission to Herefordshire Council, subject to the proviso just mentioned. The Parish Council's approval was given unanimously (Proposer; Cllr Clark: Secunder; Cllr Jackson).

14.3.3 Cllr Mitcheson then described the process by which, all being well, the documents, accompanied by the HRA, SEA and the Basic Condition Statement being prepared by the planning consultant, would pass through the six week Regulation 16 Consultation and Examination processes, being modified, if appropriate, on the way, until they finally reached a Referendum.

14.3.4 He concluded by reporting that the current six month funding period was about to end and any unused grant money would shortly have to be returned. In addition, he drew Councillors' attention to the public Steering Group Meeting which was being held at 7.30pm on Tuesday, 19 September in the Parish Hall and which would provide parishioners with feedback from the Regulation 14 Consultation and consequent amendments to the draft NDP, as well as information about the way forward.

14.3.5 Cllr Mitcheson was formally thanked by the Parish Council for his work on the NDP.

15. **Correspondence Not Previously Circulated.** The Clerk reported that he had received no correspondence which had not been previously circulated.

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

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

- he had been in consultation with Bell Homes about the renovation of the bus shelter opposite England's Gate Inn, and that Bell Homes had agreed to rebuild it in brick in a style matching that of the development. Cllr Baker added that the telephone kiosk library was also to be re-sited. The Clerk was instructed to write to Bell Homes to thank them for their offer to rebuild the bus shelter. **ACTION: CS**
- he had travelled in to Hereford on the 426 bus service and gained the impression that the service is very important.
- no neighbourhood plan has yet been challenged in the Herefordshire Council Planning Committee.
- Herefordshire Council would soon be discussing the location of travellers' sites in the County.
- changes are to be made to the council tax reduction scheme.
- Library Service charges are to be reviewed.

16.2 Cllr Mitcheson reported that he had received an email about visibility at the Ketch Lane/ Millcroft Road junction, with the request that the Parish Council purchase a small piece of land in order to widen the junction. Cllr Collin asked whether the hedge could be cut back, but this was felt to be unlikely. The Clerk was instructed to reply to the email to the effect that the comments had been noted and that the Parish Council would look at the site and discuss the matter at its next Meeting. **ACTION: CS**

16.3 Cllr Tremain thanked Mr Mike Stephens for cutting the grass at the edges of the playground.

16.4 Cllr Tremain noted that the Parish Council had not formally replied to the last consultation about bus services, and hoped that it would reply to the next one.

16.5 Cllr Tilford raised the issue of the Public Rights of Way Consultation, details of which had been circulated, and asked that it be placed on the next agenda. **ACTION: CS**

17. **Date of the Next Meeting.**

17.1 The next Meetings will be held on Mondays 6th November and 4th December.

17.2 There being no other business, the Meeting closed at 9.20pm.

August 2017 accounts

OPENING BALANCE on 18th JULY 2017 = £30476.67

Date	Income	Expenditure	Comment
19th July 2017		£65.25	Siward James (PC meetings room hire)
20th July 2017		£37.84	Clerk's PAYE
25th July 2017	£413.75		Lengthsman Q1 payment
31st July 2017		£151.67	Clerk's salary
8th August 2017	£130.00		Newsletter advertising
11th August 2017		£28.00	BFPG barbecue food
11th August 2017		£179.94	Sprayer kit
14th August 2017		£158.00	Herefordshire Wildlife Trust (Lady Close Orchard money)
15th August 2017		£25.04	Clerk's expenses
18th August 2017	£701.17		VAT refund
TOTALS	£1244.92	£645.74	

CLOSING BALANCE on 18th AUGUST = (£30476.67 + £1244.92 - £645.74) = £31075.85



BODENHAM FLOOD PROTECTION GROUP REPORT
(4 SEPTEMBER 2017)

1. **Summary of the Past Month.** The news recently has been dominated by flooding in the United States, Bangladesh, India and Sierra Leone. Thankfully, despite some rainfall here, there has been far too little to cause any concern about flooding.
2. **Annual General Meeting.** The Group's AGM was held on Tuesday, 29 August and was attended by 19 members. The Committee members and Area Representatives all kindly agreed to serve for a further year and were all duly re-elected. I should like to record my personal thanks to them for all the work they have done on behalf of the Group and for the support they have given me and the Secretary throughout the year.
3. **The Ketch Lane Culverts and Natural Flood Management.** There is nothing further to report at present.
4. **Crayfish.**
 - a. The local watercourses, especially the Millcroft Brook, are home to a large number of crayfish. Unfortunately, these are Signal Crayfish, a species which was introduced into the UK from Sweden in the early 1970s for farming, to supplement the declining Scandinavian crayfish market. Since then, Signal Crayfish, which are larger and more aggressive than the White-Clawed Crayfish and other native crayfish, and also carry a 'plague' which is fatal to native crayfish, have been displacing the latter across much of the country.
 - b. Their presence in large numbers in the Millcroft Brook creates two issues for the BFPG. First, because the crayfish burrow into the sides of the Brook, they are undermining its banks in a number of places, as well as creating more silt. Second, they cause something of a legal problem because members of the Group frequently catch them in the normal course of clearing vegetation, such as watercress, from the bed of the stream. However, under the Wildlife and Countryside Act 1981 (as amended), it is an offence to release, or allow to escape, any non-native species into the wild in the UK, except under licence. The Prohibition of Keeping of Live Fish (Crayfish) Order 1996 (as amended), also makes it an offence to keep any crayfish in England and Wales, except under licence (with specific exemption areas – not including Herefordshire - for Signal Crayfish). It seems to follow that any Signal Crayfish which members inadvertently catch during working party sessions should be despatched humanely.
 - c. We have made arrangements for this by three members attending a two day course on trapping, identifying, recording and dealing with Signal Crayfish which was run by the Herefordshire Wildlife Trust on 23-24 August at Bodenham Lake. At present, the Trust only have funding for such work on the River Lugg, but we have asked for this to be extended to the Millcroft Brook next year, if possible, so that the BFPG can play an official part in the Trust's project.

5. **Working Parties.**

- a. **Friday, 11 August.** The task of moving the sandbag cage from the front of the Parish Hall to the school car park was completed by a working party of 10 members. This means that one source of temptation for further vandalism at the Parish Hall has been removed and at the same time the number of sandbags available in an emergency to those living in the Conservation Area has been doubled.
- b. **Friday, 25 August.** On Friday, 25 August 9 members continued the clearance of the Millcroft Brook almost as far as the Ketch Lane culverts.
- c. **Future Working Party Dates.** The next working party sessions will be on Friday, 8 September and Friday, 22 September to continue work on the Brook and each will be followed by refreshments at Millcroft Farm.

6. **Social Calendar**

- a. **Annual Bonfire Party.** The Annual Bonfire Party will be held on Saturday, 21 October at Millcroft Farm starting at 6.00pm. Councillors are, of course, most welcome to attend. There will be the usual light refreshments, but those attending are entirely free to bring their own food and/or food for others to share.
- b. **Annual Quiz Night.** The Annual Quiz Night will be on Friday, 24 November at the Parish Hall at 7.00pm for 7.30pm. There will be a slight change in the refreshments to be provided this year because it is felt that most participants will have already had their evening meal and therefore offering them sandwiches entails rather wasted effort and expense. Refreshments, such as crisps and nuts, will still be provided during the interval, together with a glass of wine, but, if participants want anything more substantial, they will be encouraged to bring their own. Councillors are, as always, welcome to attend the Quiz Night and perhaps form one or more teams.

K.A.M.