

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 5th August 2019**

Present: Cllr A Avery Cllr S Collin Cllr J Crane Cllr P James-Moore Cllr R Layton
Cllr S Maxwell Cllr T Morris Cllr C Pickard Cllr D Tilford

6 members of the public were present.

1. **Apologies for Absence.** Apologies for absence were received from Cllr Tremain and Ward Councillor Harrington.
2. **Declarations of Interest.** Cllr James-Moore declared an interest in Item 9.
3. **Minutes of the Previous Meeting.**
 - 3.1 Two corrections to the July Minutes were made, as follows: in Minute 5.2 the expiry dates of the two Assets of Community Value had been transposed and were duly reversed; in Minute 14.3 'June' should read 'July'.
 - 3.2 The Minutes of the previous Meeting were approved as a correct record (Proposer; Cllr Collin: Seconded; Cllr Tilford).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 4.1: Waste Bin in the Conservation Area.** Cllr Layton said that the School was concerned about the emptying of the bin during the school holidays and about the location of the bin. Cllr Tilford said that the best location for the bin would be on the outside of the School's fence at about the middle point of the car park. Cllr Tilford added that the bin should be D-shaped. The Clerk was instructed to research D-shaped bins and to report his findings before the next Meeting. **ACTION: CS**
 - 4.2 **Minute 4.4: Playground Sign.** The Clerk reported that he had purchased a sign for the Playground and would install it after modifying the age range of children on the sign. **ACTION: CS**
 - 4.3 **Minute 4.5: Police and Crime Commissioner Matters.** The Clerk reported that PCSO Davies had again been unable to attend the Meeting, but would be invited to the September Meeting. Cllr Collin said that PCSO Davies was aware of the speeding issues in Bodenham and was monitoring the situation regularly.
 - 4.4 **Minute 4.5: Weeds on the England's Field/A417 corner.** The Clerk reported that he had asked Balfour Beatty to cut the weeds and, because they had not yet done so, he would ask again.
 - 4.5 **Minute 8: Succession Planning.** See Minute 7 below.
 - 4.6 **Minute 9: Noticeboard Near the War Memorial.** Cllr Crane said that he had not yet been able to research the matter. **ACTION: JC**
 - 4.7 **Minute 16.2: Trees on the Village Green.** See Minute 6 below.
5. **Opportunity for Members of the Public to Address the Parish Council.**
 - 5.1 Mrs Liz Davies asked about the thistles (see Minute 4.4 above) and the grass in front of the affordable houses in England's Field. Cllr James-Moore said that when Bell Homes started the development she had asked who would be responsible for the grass areas on the site. The developers said that they would be responsible for maintenance.
 - 5.2 Mr Bob Bowden, referring to Planning Application 192272 (see Minute 9 below), said that the value of a property is reduced if it becomes overlooked by a later development, which would be the case if the planning application is approved.
 - 5.3 Having received a letter from the Pomona charity, Mr Bowden asked about the clearing of weeds from gutters and whether responsibility for doing this was with Herefordshire Council, the Parish Council or householders. Cllr James-Moore said that Pomona was formerly known as The Marches Rotary Club and had public-spiritedly offered to remove the weeds in Brockington Road. Cllr Collin said that Herefordshire Council should do the work, but Cllr James-Moore said that financial pressures meant that they would not

do so. Cllr Avery said that householders usually weed in front of their properties, but that there are stretches of road without such frontage, such as next to the Playground in Brockington Road.

5.4 Cllr Layton asked whether a voluntary group could be formed to deal with such issues. Cllr James-Moore said that she had intended to bring this up under AOB, and that the *Newsletter* would contain an item about voluntary groups. Cllr Pickard referred to the voluntary group system, which was understood to be operated by Yarpole Parish Council, but which she believed was run by Weobley Parish Council, and which she would research. (See also Minute 12.3).

ACTION: CP

5.5 Cllr Maxwell asked about moss on the pavement outside a property in Millcroft Road. The Clerk said that he knew about this and would ask the Lengthsman to investigate.

ACTION: CS

6. **Trees on the Village Green.**

6.1 Cllr Crane said that after the issue of the health of the trees on the Village Green had been discussed at the previous Meeting (see Minute 16.3 in the July 2019 Minutes), he had obtained and circulated a report from an arboricultural professional (Mr John White), which stated that the two horse chestnut trees alongside Ash Grove Road were diseased and should be removed. A site meeting, which most Councillors attended, had been held prior to the Meeting. Cllr Tilford suggested that Mr White's report should be sent to Herefordshire Council, who own the land, asking for them to take action. The Clerk was instructed to do so.

ACTION: CS

6.2 Prior to the Meeting a group of Councillors had inspected the trees and had also found that small elder trees were growing under the lower branches of two of the Lawson's cypresses. The Clerk said that he would ask the Lengthsman about removing the elders.

ACTION: CS

7. **Contingency Planning.** The Clerk reported that a meeting between himself, Cllr Collin and Cllr James-Moore had discussed proposals produced by the Clerk, and that an amended set of proposals had been circulated. It was agreed that the Clerk should proceed to action the proposals.

ACTION: CS

8. **Finance**

8.1 **Monthly Accounts Statements.** The Clerk had circulated the monthly bank statement, the monthly accounts and spreadsheet. He explained the details of the accounts and spreadsheet, which were then approved (Proposer; Cllr Tilford; Seconded; Cllr Crane). The accounts are attached as Annex A.

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

-C D Smith (Printer cartridge; stamps; playground sign)	£34.86
- JACS (Invoice for village gates)	£5660.40
- Siward James and Arkwright Trust (BFPG room hire)	£13.50
- Mrs B A Mitcheson (BFPG chest waders)	£213.63
- Mike Darley (Invoice 385: strimming BM13)	£30.00

8.3 The payment of the outstanding invoices was approved (Proposer; Cllr Crane; Seconded; Cllr Tilford).

9. **Planning.** The following planning applications were considered:

- *192272: Mendip; C1125 From A417 to The Vault via Bodenham Village. Proposed erection of three bedroomed dwelling to the rear of existing property.* Following a site visit Cllr Tilford had prepared and circulated a planning statement. It was agreed that the planning statement should form the basis of the Parish Council's response to the application, which was to object strongly to the application.

- *192421: Land at Riverside, Dinmore. Proposed use of land for siting of one holiday/ fishing lodge (to meet the definition of caravan at S.13(2) of the Caravan Sites Act 1968).* Cllr Tilford said that the application referred to the issuing of a Lawful Development Certificate in 2008, but that he had been unable to find it. Cllr Tilford said that he could not find any reason in planning regulations to object to the application, although the method for sewage and waste water disposal needed to be clarified. Cllr Avery asked that the application should

be conditioned to limit residential occupation. Cllr Layton said that more than 100 days of residence creates a council tax liability.

- 192594: *Church Cottage, Church Walk: Proposed single storey rear extension and pitched roof to existing garage.* This application had arrived too late for consideration at the Meeting. The Clerk was instructed to request an extension to the final date for submitting representations. **ACTION: CS**

10. **Updates**

10.1 **Bodenham Flood Protection Group.** The Clerk said that Mr Tony Mitcheson had sent a monthly report, which is attached as Annex B and was accepted by the Meeting.

10.2 **Parish Hall.** Cllr Layton said that he had missed the Annual General Meeting on 17th July through illness and that there had been no meetings since then.

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

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

12.1 **District Councillor's Report.** In the absence of Cllr Harrington there was no District Councillor's report.

12.2 Cllr James-Moore suggested that a small gift should be given to former councillor Tony Mitcheson for his continued services to the Parish Council in respect of the SID and the website.

12.3 Cllr James-Moore suggested that a group of volunteers might be formed to keep the Playground in good order. The Clerk was instructed to mention this in the next edition of the *Newsletter*. **ACTION: CS**

12.4 Cllr James-Moore asked about the upkeep of the flowerbed around the bullocks sculpture. Cllr Crane said that Mrs Babs Mitcheson would attend to the matter.

12.5 Cllr James-Moore suggested that an item be placed in the next *Newsletter* asking residents to ensure that hedges did not overhang pavements. Cllr Collin said that vehicles coming from the Leominster direction had suffered damage to wing mirrors from overhanging foliage on the A417 near Isle of Rhea. The Clerk was instructed to report this to Herefordshire Council. (See also Minute 12.9 below). **ACTION: CS**

12.6 Cllr Collin said that a path needed to be cut through the crops in the field through which footpath BM18 passes. The Clerk said that he had already reported the matter.

12.7 Cllr Collin said that she had obtained a quote for installing a concrete path from Brockington Road to the playground gate. Cllr Layton said that he had asked two people to quote, one of whom had done so verbally. Cllr Layton was asked to obtain written versions of the quotations. Cllr Avery said that the concrete path should have a rough surface to avoid slippage. Cllr Collin said that the quotation she had obtained specified this. **ACTION: RL**

12.8 Cllr Collin reported that the playground repair had still not been completed.

12.9 Cllr Avery said that the hedges on the C1121 beyond the War Memorial needed to be cut back. The Clerk was instructed to report the matter. **ACTION: CS**

12.10 The Clerk reported that Cllr Morris had obtained three more dog fouling signs from Herefordshire Council, one of which had been requested by Mr Mike Darley for BM13. Cllr Morris said that one of the signs was designed by school children. The Clerk suggested that Bodenham School be offered this sign. **ACTION: CS**

12.11 Cllr Tilford expressed his sympathy for Cllr Collin following the burglary at Saffrons Garage, and thanked Cllr Collin for all she has done with respect to the Garage in particular and Bodenham in general.

13. **Dates of the Next Meetings.**

13.1 The next Meetings are at 7.30pm on 2nd September and 1st October.

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

JULY 2019 accounts**OPENING BALANCE on 18th JUNE 2019 = £47081.31**

Date	Income	Expenditure	Comment
20th June 2019		£56.76	HMRC (Clerk's PAYE)
26th June 2019		£40.00	Parish Hall room hire
27th 2019	£485.00		Solar farm quarterly payment
28th June 2019	£160.00		Newsletter advertising
1st July 2019		£227.50	Clerk's salary
2nd July 2019		£160.00	Footpath officer's invoice 379
4th July 2019	£25.00		Newsletter advertising
5th July 2019		£33.82	Clerk's expenses (June)
12th July 2019	£50.00		Newsletter advertising
16th July 2019	£30.00		BFPG donation
TOTALS	£750.00	£518.08	

CLOSING BALANCE on 18th JULY = (£47081.31 + £750.00 - £518.08) = £47313.23



BODENHAM FLOOD PROTECTION GROUP REPORT

(5 AUGUST 2019)

1. **Summary of the Past Month.** The very hot weather has meant that, despite one night of thunderstorms, flooding has not been a concern.
2. **Monthly Meeting.** On Tuesday, 30 July seventeen members attended the Group's monthly Meeting.
3. **Provision of a Telemetry System for the Moor Brook.** It is understood that the proposal has been shelved.
4. **Contribution to Research.**
 - a. As previously reported, at the end of May we were contacted by Mr Adam Wood who is studying for a Masters degree in Human Geography at Aberystwyth University. He is "researching how the co-creation of knowledge between flood policy makers, the environments agency [*sic*] and local communities within and around Herefordshire and the Wye has been effectively used in policy". He conducted a telephone interview with the Chairman on 11 June, during which the Chairman invited him to visit Bodenham and meet members of the Group at a working party session or monthly meeting.
 - b. Mr Wood took up this invitation on 30 July and, after discussions with the Chairman and Secretary at Millcroft Farm during the afternoon, attended the Meeting at Siward James. At the end of this he was given the opportunity to ask members about their flooding-related experiences and, in particular, their views on the effectiveness (or otherwise) of the links between the BFPG, the Parish Council, Herefordshire Council and central Government in dealing with flooding issues.
5. **Working Parties.**
 - a. There were two working party sessions in July. The first was on Friday, 12 July when 14 members of the Group cleared the final section of the Millcroft Brook from the Ketch Lane culverts down to the River Lugg. The second session was on Friday, 26 July when 9 members completed the work on the Millcroft Brook by clearing most of the build up of silt from inside the two Ketch Lane culverts and between their exits. On both occasions members of the working party returned to Millcroft Farm for refreshments.
 - b. Because members will be very busy - if not actually away on holiday - in August, it has been agreed that work will be limited to one session this month. This will be on Saturday, 24 August when members will undertake the task of checking and, where necessary, repairing the 296 sandbags in the container at the Parish Hall. This will start at 10.30am and probably

take a couple of hours, during which coffee, tea, biscuits and cake will be provided. As always any help by Councillors, even for a short time, will be most welcome.

6. **Social Calendar.**

- a. The next event on the Group's social calendar is the Annual Bonfire Party which will be held at Millcroft Farm at 6.00pm on Saturday, 12 October.
- b. The Annual BFPG Quiz will be held in the Parish Hall at 7.00pm on Friday, 29 November.
- c. The Annual BFPG Coffee Morning will be held in the Siward James Centre on Saturday, 8 February 2020.
- d. As always, attendance by Councillors at any, or all, of these events will be most welcome.

K.A.M.