

BODENHAM PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 5th October 2015**

Present: Cllr Roger Austin, Cllr Alec Avery, Cllr Bob Clarke (Chair), Cllr Stan Davis, Cllr Les Herbert, Cllr Tony Mitcheson.

District Councillor Bruce Baker was also in attendance.

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

1. **Introduction: Report from Mr Mike Darley (Parish Footpath Officer).**
 - 1.1 Mr Darley had circulated a report on footpaths within the Parish, which is attached as Annex A (photographs not attached) and about which Mr Darley spoke.
 - 1.2 Mr Darley reported that he had been accepted on to the Herefordshire Local Access Board.
 - 1.3 He was asked why timber for use on footpaths is not treated. He replied that this was for environmental reasons.
 - 1.4 Cllr Davis asked about footpath BM13. Cllr Clarke said that the re-routing of this footpath was still under negotiation.
 - 1.5 Cllr Mitcheson asked that in future detailed quotes be provided for all remedial work. Mr Darley said that he would do this and had sent a list of his standard charges to the Clerk. The Clerk reported that he had circulated the list, but would do so again.
ACTION: CS
 - 1.6 Cllr Herbert proposed and Cllr Avery seconded that Mr Darley's report and proposed remedial work be accepted, which they were unanimously.

2. **Apologies for Absence.** Apologies for absence were received from Cllrs Dennis Jackson, Pam James-Moore and Jeff Pollard

3. **Declarations of Interest.** Cllrs Clarke declared an interest in Item 10, Cllr Davis in Item 7 and Cllr Mitcheson in one sub-item within Item 11 on the Agenda.

4. **Minutes of the Previous Meeting.** The previous Minutes were accepted as a correct record (Proposer; Cllr Mitcheson: Seconder; Cllr Davis).

5. **Matters Arising from the Minutes.**
 - 5.1 **Minute 6.1: Bodenham Grain Store.** The Clerk reported that he had written again to Mr Simon Wells of Bodenham Grain Store, as requested, but had received a reply - dated 7th August, postmarked 7th September - to his first letter to Mr Wells the day after posting the second letter. The Clerk added that Mr Wells' reply had been circulated to Councillors.
 - 5.2 **Minute 4.3: Playground Swing Bolts.** The Clerk reported that he had received a quotation of £190.00 + VAT from the Lengthsman for replacing the bolts on the swing. The Clerk was asked to obtain a second quotation, but Cllr Mitcheson said that he would inspect the swings before any further action was taken.
ACTION: TM
 - 5.3 **Minutes 4.5: Defects in Millcroft Brook.**
 - 5.3.1 The Clerk reported that he had written to the occupier of 22, Brockington Road again about the defects at the rear of the property to the bank of Millcroft Brook. He had received a reply to the effect that the owner of the property felt unable to undertake the necessary work himself and would be grateful if the Parish Council could suggest a suitable person to do the work. Cllr Mitcheson said that he would ask the BFPG to examine the problem to see whether it could undertake the work itself.
ACTION: TM

5.3.2 With respect to the defect at the side of Brockington House, the Clerk reported that he had had no reply from the owner of the property, but had seen a vehicle outside the property that morning and someone appearing to inspect the Brook. Mr Tony Clark said that the defect had been repaired that morning by the person the Clerk had seen.

5.4 **Minute 4.7: Road Safety.** Cllr Mitcheson reported that Mr Roger Sell at Balfour Beatty had been contacted about supplying suitable poles for the new SIDs and installing their bases, but appeared to be ill again with no date given for his return to work. Accordingly, Cllr Mitcheson said that he had asked the Clerk to contact Mr Will Steel at Herefordshire Council to ask for his assistance as Mr Sell's nominated deputy. The Clerk reported that he had emailed Mr Steel, and having received no reply, would do so again. **ACTION: CS**

5.5 **Minute 7: Ownership and Upkeep of the War Memorial.** See Item 8 below.

5.6 **Minute 8: The Precept.** See Minute 9 below.

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

6.1 Mrs Gwen Bowden asked whether a road sweeper could be used to clear leaves from drains. The Clerk said that it was unlikely that a road sweeper would be available, but he would ask the Lengthsman to clear all drains and to report any drains which he was unable to clear to the Locality Steward. **ACTION: CS**

6.2 Cllr Clarke reported that the parish hall car park is now being used by dog walkers who do not clear up the dog mess. **ACTION: CS**

6.3 Mrs Liz Davies reported that the hedge on the corner of Church Road opposite the War Memorial was overgrown and is obstructing the pavement. The Clerk was instructed to ask the Lengthsman to address the problem. **ACTION: CS**

6.4 Mrs Davies also reported that the pavement next to 1, Ashgrove Close had been penetrated by bamboo from the garden of the property. The Clerk was instructed to ask both the Lengthsman and the Locality Steward to inspect the site and to make recommendations for action. The Clerk was also instructed to write to the owner of the property about the problem. **ACTION: CS**

6.5 Mr Tony Clark reported that the 30mph sign at the junction of Ketch Lane and Millcroft Road was facing the wrong way. Cllr Clarke said that he would rectify this. **ACTION: BC**

6.6 Mr Clark added that 12 months had passed since the last Parish Walk. The Clerk was instructed to arrange a parish walk with the Locality Steward. **ACTION: CS**

6.7 Mr William Heather-Hayes reported that work on upgrading the stables at Bodenham Manor was under way, but a new planning application for the Manor itself was required by Herefordshire Council.

6.8 Mrs Gwen Bowden reported that there had been a serious accident at the junction of the A417 and Woodhouse Lane. She asked whether anything could be done about the hedge on the corner of Woodhouse Lane, which blocks the view of traffic coming along the A417 from the north-west. Cllr Baker said that he had inspected the site with officers from Herefordshire Council and that, as a result of their inspection, the position of the mirror had been altered. He asked that local residents should not attempt to clean the mirror since this damaged its surface. Cllr Baker added that the house on the corner of the junction was for sale and the current owner had been asked to request the next owner of the property to remove the hedge. Cllr Baker said that, if the present owner or a purchaser of the property refused to remove the hedge, Herefordshire Council had the powers to require them to do so, or to get the work done on a repayment basis.

7. **Bodenham Community Charity.** Cllr Clarke said that the terms of office of the two Trustees of Bodenham Community Charity who are nominated by the Parish Council would come to an end in November. While Dr Carolyn Knight was willing to be re-appointed, Col Hugh Diamond would be retiring and the Trustees wished to put forward the name of Mr Rowland Hunt to replace Col Diamond. Cllr Clarke said that Mr Hunt had indicated his willingness to accept the appointment. Cllr Mitcheson proposed and Cllr Herbert seconded that the Trustees' suggestion be agreed. The proposal was accepted unanimously. The Clerk was instructed to write to Col Diamond to thank him for his years of service on the Board of the Charity. **ACTION: CS**

8. **The War Memorial.** Cllr Avery said that in his view the Memorial needed nothing more than a clean. Cllr Herbert agreed. Cllr Mitcheson suggested that the moss and weeds on the steps of the Memorial should be removed. The Clerk was instructed to ask the Lengthsman to do this. Cllr Mitcheson added that ideally some of the lettering might be refreshed with black paint, but that this was not urgent. **ACTION: CS**

9. **Setting the Precept.** The Clerk reminded Councillors that the deadline for setting the Precept was 31st December, which meant that it would need to be agreed at the December Parish Council Meeting. The Clerk was instructed to prepare a draft budget for consideration at the November Parish Council Meeting, using Cllr Mitcheson's 2015-16 draft as a guide. **ACTION: CS**

10. **Finance**

10.1 **Monthly Accounts.** The Clerk confirmed that the accounts had been circulated as a spreadsheet. The accounts were approved (Proposer; Cllr Austin: Seconder; Cllr Avery) and are attached as Annex B.

10.2 The Clerk reported that a VAT adjustment would be made in the next set of accounts to reflect reclaimed VAT which had not been credited to either the BFPG or the Defibrillator Fund.

10.3 **Invoices.**

10.3.1 Cllr Mitcheson questioned the entry on the Agenda of what appeared to be an invoice for an "annual grant" to the Parish Hall of £1,200. This seemed to indicate a presumption by the Parish Hall Management Committee that the Parish Council would automatically make such a grant and that the amount of the grant would be the same as a previous grant or, indeed, any figure which the Management Committee happened to choose. Cllr Mitcheson said that he felt that, in principle, the Parish Hall should be self-financing. Nevertheless, he had no difficulty with the Parish Council making grants to the Hall if there was a demonstrable need and, indeed, it would be open to the Management Committee to request more than £1,200, the amount they had been given in the previous grant, if they could justify this. However, it was clearly wrong that the Management Committee should simply issue an invoice as and when it pleased and for an amount of its own choosing. The proper course of action was for the Committee to apply in writing to the Parish Council for a grant, explaining why it was required and justifying the amount requested. If the Parish Council agreed to make a grant, the Management Committee could then finally issue an invoice for the agreed sum.

10.3.2 After some discussion, Cllr Mitcheson proposed and Cllr Davis seconded that the following invoices be paid and this was agreed:

· Clerk's expenses (cartridge)	£7.00
· Mrs P James-Moore (Printing expenses)	£26.00
· Siward James and Arkwright Trust (PC room hire)	£72.00
· DC Gardening Services (Lengthsman's invoice)	£366.00
· Leominster Community Resource Centre (October <i>Newsletter</i>)	£185.00
· Bodenham Parish Hall (Grant)	£1200.00

11. **Planning**

11.1 **Section 106 Funding for the Proposed Solar Farm.** The Clerk reported that he had been told by Herefordshire Council that Section 106 funding only applied to housing developments. The Clerk also reported that it was the policy of the company making the application to donate £1,000 per Mw to a parish for a solar farm development, which, in this case, would amount to £5,000 to be divided equally between Marden and Bodenham.

11.2 The following planning applications were considered:

11.2.1 **150437: Land to the South of Chapel Lane (re-consultation).**

11.2.1.1 Cllr Clarke said that most of the re-consultation consisted of an updated report about the odour arising from the nearby intensive livestock unit. Cllr Avery said that recent applications for building houses on land

adjacent to Stoneleigh had been withdrawn or refused on the grounds of odour and fly nuisance. Cllr Baker said that the planning application was due to be considered by Herefordshire Council Planning Committee - on which he sits - on 28th October. He asked to be provided with advice on what he should report to the Planning Committee. Cllr Mitcheson and Mr David Tilford agreed to provide Cllr Baker with a synopsis of the Parish Council's submission on the application.

ACTION TM and DT

11.2.1.2 Cllr Mitcheson suggested that the Parish Council should reiterate its strong objections to the planning application, given the number of objections from local residents and the responses to the Neighbourhood Plan Survey. In his view the updated odour report changed nothing and Welsh Water's withdrawal of its objection to the development, provided that the applicant connected the development's foul water system to the village's sewerage system near the playground, would do nothing more than move the inevitable overload to the system to a point further along it. The Clerk was instructed to submit the Parish Council's objections to the application based on Mr Tilford's draft.

ACTION: CS

11.2.2 **152189: Land Adjacent to England's Gate Inn: Proposed Residential Development of up to Five Dwellings with Associated Vehicular Access.** Cllr Avery pointed out that the revised application contained no changes to the access to the site or to the sewerage arrangements. Cllr Mitcheson said that in discussion with the Planning Office he had been told that the dangerous nature of the C1125/ A417 was recognized, but was "a structural problem" which could be addressed in conjunction with the proposed development and/or the one for the field opposite England's Gate Inn. The Clerk was instructed to make an objection to the revised application on the basis of notes provided by Mr David Tilford.

ACTION: CS

11.2.3 **152396: Tan Y Bryn: Proposed Oak-Framed Replacement Windows, Demolition of the Garage, Repair/ Replace Existing Porch and Conservatory and Replace with Single Storey Extension to the Rear.** In discussion Councillors expressed no objections to the replacement windows, the demolition of the garage or the repair to the front porch, but had concerns about the appearance and size of the proposed conservatory, which, Cllr Mitcheson suggested, was not in keeping with the character of the listed building. Mr David Tilford said that the applicant had had two pre-application meetings with Herefordshire Council and had sought a third meeting, all of which, in Mr Tilford's opinion, indicated that there was a concern about the increased footprint, which would result from the development. Mr Tilford added that the removal of trees from the rear of the property - see Minute 11.2.5 below - would increase the visibility of the proposed development. Cllr Mitcheson proposed that the Parish Council should object on the grounds of the size and increased visibility of the development and the materials used. The Clerk was instructed to make an objection to the revised application on the basis of notes provided by Mr David Tilford.

ACTION: CS

11.2.4 **152668: The Hollies: Propose to Remove Yew tree.** After Cllr Mitcheson had declared an interest in this item, because he knew the Agent, the Parish Council raised no objection to the application.

11.2.5 **152719: Tan Y Bryn: Fell 8 Leylandii trees and Replace with Beech Hedge.** The Parish Council raised no objection to the application.

12. Updates.

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

12.2 **Parish Hall.** In Cllr Pollard's absence Mrs Gwen Bowden thanked the Parish Council on behalf of the Parish Hall Management Committee for the award of a grant (see Minute 10.2 above). She also reported that the latest Arts Alive event had raised £235, that the Parish Hall Management Committee was still seeking to appoint a Treasurer, and that estimates for the replacement of the front doors of the Parish Hall

had been received by the Committee's Chairman, Mr Robin Knott, and would be considered by the Committee at its next Meeting.

12.3 **Lengthsman.** See Minute 5.2 above.

12.4 **Neighbourhood Plan.** Cllr Mitcheson said that the adoption of the Herefordshire Core Strategy by Herefordshire Council and the decisions on the Bovis and Bell Homes planning applications were all awaited, before work on the Neighbourhood Plan could be resumed.

13. **Correspondence Not Previously Circulated.** The Clerk reported that a letter had been received from Mrs Veronica Howell about the Remembrance Day service. Cllr Davis agreed to represent the Parish Council. Cllr Mitcheson proposed, and Cllr Austin seconded, a proposal that a cheque for £50 should be sent to the Royal British Legion towards its annual Remembrance Day Appeal. **ACTION: CS**

14. **Other Business.** Cllr Avery requested that the Lengthsman clear blocked drains opposite Eastfields Farm and check the drains along the whole length of that stretch of the C1125. The Clerk was instructed to ask the Lengthsman to do this. (See also Minute 6.1 above). **ACTION: CS**

15. **Date of Next Meeting.**

15.1 The next Meetings will be held on 2nd November and 7th December.

15.2 There being no other business, the Meeting closed at 9.25pm.

REPORT FROM THE PARISH FOOTPATH OFFICER**Mike Darley PFO: Report Date: 21/09/15****Bodenham Circular Walk**

- **BM 25: Finger post at the Church grid ref: SO 53011 50965** - needs uprighting. Sound in structure and pointing in correct direction.
- **River Crossing.** In sound condition and gates close ok.
- **4 way split, (BM 5, 6, 7 & 14 E route towards main village)**
 - Top surfaces of these 4 tracks in good repair (grass) No cropping issues or livestock. New way-markers, alerting walkers with dogs of the dangers associated with livestock, to put up.
- **BM 7:** very wet at the stile with over poaching from livestock. Ditch crossing in good repair. (Needs monitoring over Winter with risk of movement from flood water) grid ref; SO 52824 50606
- **BM 7;** 2/3's of the way up the steps, hand rail and post are broken and require attention. grid ref: SO 52821 50566
- **BM 7;** On the top looking over to Little Berrington, the stile is completely missing, only cross step remains. grid ref: SO 52832 50473
- **BM 6;** Foot bridge, is very unstable and needs further investigation and monitoring., grid ref: SO 52625 50693
- **BM 5;** Footbridge over the sluice, has a tip hazard. Notably the sluice operating system needs painting to show the danger.
- Walking back along the river bank, I noted a tree in the water (approx grid; SO 52666 50830) should this come free during high water levels, the risk of debris and other unwanted material could cause damage downstream.
- **BM 14;** W to E requires a new cross step and way makers either side of road. No copping issue on E route towards Village centre. Maize crop (track cut through)
- **BM 7 steps** - broken rail and post (red circle on photograph)

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Total Sub-Accounts Balance	3,117.85	3,179.85	3,473.72	3,780.22	3,842.40	3,895.75	3,866.25	4,186.75	3,821.25	3,791.75	4,112.25	4,082.75
Total Closing Balance	27,080.55	25,878.84	22,695.88	21,882.14	21,873.60		26,122.45	26,786.44	25,414.51	24,753.50	24,267.49	13,406.48



BODENHAM FLOOD PROTECTION GROUP REPORT
(5 OCTOBER 2015)

1. Summary of the Past Month.

- a. With the recent good weather, there is nothing to report on the subject of flood risk.
- b. Very sadly and unexpectedly one of our members, Mr Leslie (Nick) Nicolson, died in hospital on Thursday, 1 October 2015. He had been one of our longest standing members and a regular supporter of, and contributor to, all the BFPG's activities. His funeral will be on 16 October 2015.

2. Monthly Meeting. Our Meeting on Tuesday, 29 September was attended by 30 members and the main subject of discussion was the arrangements for the Presentation of the Queen's Award for Voluntary Service on Friday, 23 October.

3. The Queen's Award for Voluntary Service (QAVS).

a. A lot of work has now gone into preparing for the Presentation of the Queen's Award for Voluntary Service. This has centred round the administrative arrangements and many members of the Group have volunteered to help with producing food for the reception, setting up the hall, and so on. We have also been in correspondence with the Lieutenancy Office and on Friday, 25 September the Chairman and the Secretary met a representative of the Office in the Parish Hall to discuss the format of the Presentation. In outline, this is that:

- Everyone must be seated by 5.50pm. Anyone who is late will not be admitted until after the Presentation.
- The Lord-Lieutenant will arrive at 6.00pm. She may be accompanied by Lord Darnley.
- This is the Queen's Award and Lady Darnley is representing the Queen, so everyone will be standing when she comes into the hall
- The formal part of the evening will be quite short:
 - o Jeremy Millar, our former Ward Councillor and the person who nominated the Group for the Award, will make a short welcoming speech.
 - o Air-Vice Marshall Mike Smart DL who was one of the Deputy Lieutenants who vetted the BFPG for the Award, will read the citation.
 - o Lady Darnley will then present the Award itself – a certificate and a 'crystal'.
 - o Lady Darnley will say a few words of congratulation.
 - o The Chairman will make a speech of thanks.
 - o Lady Darnley will be escorted to the other end of the hall to look at a display of photographs of the BFPG in action and to meet members and guests.

b. After the Presentation, the evening will be divided into a semi-formal drinks reception, while the Lord-Lieutenant and Lord Darnley and the official guests are present, followed by a more relaxed party for BFPG members and any local residents.

c. A number of guests have been invited who have helped the Group in the past (or might help it in the future). These include:

- Air-Vice Marshall Mike Smart DL
- Mr Jeremy Millar
- Cllr Bruce Baker, our Ward Councillor since May 2015.
- Cllr Tony Johnson, Leader of Herefordshire Council
- Mrs Mary Dhonau OBE, former Chief Executive of the National Flood Forum and now a specialist independent community flood consultant.
- Mr Charles Pudge, Chairman of the River Lugg Internal Drainage Board
- Mr Les Harrison, Engineer to the River Lugg Internal Drainage Board
- Mr Steve Hodges, Team Leader, Directorate Services, Herefordshire Council
- Mr Dan Trewin, Environment Agency
- Ms Sally Burton, Environment Agency
- Mrs Donna Tregenza, Senior Locality Steward, Balfour Beatty.
- Mr Rod Hawnt, Founder and Group Chairman, Hydro-Logic Limited.
- Mrs Sarah Marriott, former Chief Operating Officer, UK Flood Barriers Limited.

d. Mr Bill Wiggin MP and Cllr Brian Wilcox, the Chairman of Herefordshire Council, have also been invited, but are unable to attend.

e. The cost of the evening is clearly an issue and space is also limited. It has therefore been decided to make this an advance ticket only event, with the cost of a ticket being set at a minimum of £3 for members and £5 for non-members, with the hope in each case that individuals may be willing to contribute a little more in the form of donations to add to the generous contributions which have already been received. Councillors are, of course, invited to attend with their spouses/ partners and, depending on space, it is hoped that it will also be possible to extend an invitation to local residents who are not members of the Group.

4. Working Parties. On Friday, 4 September 15 members were present and on Friday, 18 September 20 members attended. Thanks to this support we were able to finish checking all the sandbags in the cages and to carry out repairs and replacements as necessary, as well as finish clearing the culvert behind the Moor Brook flap valve. That concludes the 2015 working party 'season' and there will be no further sessions until next April, except in an emergency.

5. Sandbag Stocks. We have asked the Locality Steward for 200 more empty sandbags, together with 100 filled bags, to replace those recently distributed and these are awaited.

6. Annual Bonfire Party. The Annual Bonfire Party was due to have been held at Millcroft Farm on Saturday, 3 October. However, following the death of one of our longest standing members, Mr Nicolson, on 1 October, it was cancelled.

7. Annual Quiz Night. The Annual Quiz Night will be held in the Parish Hall on Friday, 27 November 2015 and Councillors are, of course, most welcome to attend and to put in a team.

K.A.M.