

## BODENHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING  
 HELD AT THE SIWARD JAMES CENTRE  
 at 7.30 pm on Tuesday, 6th August 2018

Present: Cllr T Clark            Cllr S Collin            Cllr J Crane            Cllr P James-Moore  
           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.

Introduction. The Parish Footpath Officer, Mr Mike Darley, had circulated photographs of various defects on footpaths BM5 and BM6, about which he spoke. It was agreed that he should repair a stile on BM5 and that the stile should include a dog gate. It was also agreed that he should replace a missing board in the wooden bridge over the overflow ditch on BM5. Cllr Clark mentioned defects he had identified on BM13 - a missing fingerpost - and BM14, where there is a broken stile. Mr Darley said that the fingerpost was the responsibility of Herefordshire Council and that the broken stile would be repaired as soon as the ground softened. Mr Darley was also asked to strim BM13 behind Wynmoor. Cllr Tilford suggested that Herefordshire Council should be reminded of the poor state of the concrete bridge on BM4. The Clerk was instructed to contact Herefordshire Council about this issue.            ACTION MD and CS

1. Apologies for Absence. No apologies for absence were received.
2. Declarations of Interest. Cllr Mitcheson declared an interest in Item 10.
3. Minutes of the Previous Meeting. After “**Ashgrove View**” was changed to “**Ashgrove Road**” in Minute 5.2 and a redundant word was removed from Minute 8.2, the Minutes of the previous Meeting were approved unanimously (Proposer; Cllr Tilford: Seconder; Cllr Clark).
4. Matters Arising from the Minutes.
  - 4.1 Minute 4.1: Data Protection. The Clerk reported that he had contacted Mr Anthony Bush at Herefordshire Council about amendments to the GDPR legislation which might affect parish councils, and that Mr Bush had replied that the only such amendment was the removal of the requirement for parish councils to have an external, independent data protection officer. Cllr Mitcheson suggested that the Parish Council should use the template documents which had been received from Herefordshire Council with appropriate amendments. He undertook to prepare drafts for the Parish **Council’s** approval.            ACTION: TM
  - 4.2 Minute 4.3: The **Clerk’s** Salary. The Clerk had circulated an email in which he had reported that keeping a log of his activities had not produced a fully accurate average weekly figure of the time he spent on Parish Council work, largely because of occasional meetings and activities, such as the parish tour, which distorted the figures for particular weeks. He said that his best estimate of an average weekly figure was five hours a week. Cllr Mitcheson suggested that the **Clerk’s** currently contracted figure of four hours per week should be altered to six hours per week. This was agreed (Proposer; Cllr Mitcheson: Seconder; Cllr Clark).
  - 4.3 Minute 5.3: The Garage at One of the New Properties behind Wynmoor. Cllr Tilford reported that the roof of the garage had been lowered and that the window had been removed in accordance with the instructions of the Herefordshire Council Enforcement Officer.
  - 4.4 Minute 14.2. The Clerk reported that he had written to Mr Dennis Jackson as instructed.
  - 4.5 Minute 14.3. The Clerk reported that the new Vicar, the Revd Paul Roberts, would attend the Parish Council Meeting on 3rd September.

4.6 Minute 14.4. The Clerk reported that he had contacted the Locality Steward about heavy vehicles using Ketch Lane, but had not received a reply.

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

5.1 Mrs Emma Mifflin said that she had read the Minutes of previous Parish Council Meetings where the issue of improving visibility at the junction of Wood House Lane and the A417 by reducing the width of the hedge at Calderwell Cottage, where she now lived, had been discussed. She asked what the current situation was and invited discussion of the matter. Cllr Collin said the most important problems with the junction were the inadequacy of the mirror and failure to control the growth of the hedge on the opposite side of the A417 from the Cottage. Cllr Baker said that Highways England no longer support the use of mirrors at junctions, so the existing mirror was unlikely to be replaced by Herefordshire Council, though he would raise the matter with them. Cllr Collin suggested contacting the landowner about the hedge and installing a '**concealed entrance**' sign on the approach to Wood House Lane. Cllr Baker said that he would contact the landowner and would approach Herefordshire Council about possible additional safety measures, such as a '**concealed entrance**' sign, being undertaken as part of the repairs to the A417 between Saffrons Cross Garage and the C1125, which are planned for September. He also agreed to meet with Mrs Mifflin to discuss the hedge on her property. ACTION: BB

5.2 Mrs Gwen Bowden raised the cost of the proposed gates on the A417, the effectiveness of which she doubted. Mrs Anne Stephens also questioned whether the gates would have any effect. Cllr Mitcheson said that clearly gates were not a solution to the problem of speeding traffic, but they were widely used elsewhere in the country and there was evidence that they could have some positive effect. Given that every other approach for reducing traffic speeds on the 40mph stretch of the A417 through the Parish, such as a 30mph speed limit, vehicle activated signs and speed indicator devices had been tried and rejected, gates were the only remaining option and should be tried.

5.3 Mrs Bowden said that she had met with Mr Mike Darley shortly before the Meeting to look at the work done to the footpath at the Brockington Road end of the housing development behind Wynmoor. She said that Mr Darley thought that the kerbing aspect of the work was unsatisfactory.

6. Vacancy on the Parish Council. Cllr James-Moore said that Mr Alec Avery had asked to rejoin the Parish Council. After Mr Avery had given his reasons for wishing to do so, Cllr James-Moore asked for comments. Cllr Clark proposed and Cllr Tremain seconded that Mr Avery be co-opted to the Parish Council. This was agreed unanimously.

7. Insurance. Cllr Crane circulated and spoke about a document he had prepared about risk assessment for litter picks. It was agreed that the document would be considered fully at the next Meeting.

8. Parish Tour. The Clerk had circulated a report on the parish tour, which showed the progress in addressing the defects which had been identified. Cllr Clark reported that the verge marker in Church Road opposite the War Memorial had been installed. The Clerk added that he would provide further updates as appropriate.

9. Wood House Lane Junction. Cllr Baker said that the forthcoming resurfacing of the A417 from Saffrons Cross Garage to the C1125 might be an opportunity to introduce some safety measures such as '**SLOW**' and '**40**' warnings on the road surface. See also Minute 5.1.

10. Finance

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

10.2 Outstanding Invoices. The following invoices were presented for consideration:

|   |         |
|---|---------|
| - Clerk's expenses (printer cartridges)                 | £15.00  |
| - Hydro International (Telemetry units and maintenance) | £420.00 |
| - Mr R Morgan ( <b>Lengthsman's</b> invoice)            | £220.00 |

|   |         |
|---|---------|
| - Mrs Babs Mitcheson (Silent Soldier and base repayment)    | £325.00 |
| - Mr M Darley (Footpath <b>Officer's</b> invoice)           | £145.00 |
| - Siward James and Arkwright Trust (PC meeting room hire)   | £60.75  |
| - Siward James and Arkwright Trust (BFPG meeting room hire) | £15.75  |

10.3 The payment of the invoices was approved (Proposer; Cllr Tilford: Second; Cllr Collin).

11. Planning. The following planning applications were considered:
- 181251: *The Vern: Application for approval of details reserved by conditions 3 & 5 attached to listed building consent.* No comments were invited on this application.
  - 182292: *Grit Farm -New Pig Finishing Building.* The applicant, Mr Martin Lewis, explained that the new building was necessary in order to meet the requirements of the Red Tractor Scheme. He said that slurry would be collected internally and would be transported to a nearby anaerobic digester to generate electricity. Cllr Tilford had circulated a planning statement recommending that two standard conditions - ensuring that the proposed development is safe from flood risk and that any external lighting does not produce light spillage beyond the boundary of the property – should be imposed. Subject to these conditions, a '**No objection**' response was approved unanimously (Proposer; Cllr Clark: Second; Cllr Tremain).
12. Updates
- 12.1 Bodenham Flood Protection Group. Cllr Mitcheson gave a report, which is attached as Annex B.
- 12.2 Parish Hall. Mrs Gwen Bowden said that the decorating work had been finished and that quotations had been obtained for replacing the boiler, the boiler room door and the tennis room window. .
- 12.3 Neighbourhood Plan.
- 12.3.1 Cllr Mitcheson reported that the Referendum on the Neighbourhood Development Plan held on Thursday, 12 July – on whether or not the Plan should be adopted - was decided by a simple majority (over 50% of those voting). Of the 453 votes cast, 424 (93.6%) were in favour of the Plan being adopted, while 29 (6.4%) were against this. The overall turnout was 49.67% of the 912 registered electors.
- 12.3.2 He expressed his thanks to all those interested in the future of the Parish who had taken the time and trouble to vote.
- 12.3.3 He remarked that no plan survived intact for very long and already the recent Court of Justice of the European Union (CJEU) decision in the case of People over Wind, Peter Sweetman v. Coillite meant that Herefordshire Council were having to review the Habitats Regulations Assessments (HRAs) for several Neighbourhood Development Plans around the County. This included the HRA for Bodenham which was now out for consultation between 25 July and 29 August 2018.
13. Correspondence Not Previously Circulated. The Clerk reported that he had received no correspondence, which had not been circulated previously.
14. Other Business (including the District **Councillor's** Report).
- 14.1 District **Councillor's** Report. Cllr Baker reported that:
- the Herefordshire Council Scrutiny Committee had agreed that correct procedures had been followed in choosing the route of the proposed Hereford bypass. He said that the route had been chosen to minimise disruption and the number of houses to be demolished.
  - his proposed new by-law to ban parking on verges had been approved, subject to Cabinet approval.
- 14.2 Mrs Bowden thanked Cllr Baker for Herefordshire **Council's** white-lining of roads in the parish.
- 14.3 Mrs Gwen Bowden asked Cllr Baker whether plans to create a roundabout at the junction of the A49 and A417 were progressing. Cllr Baker said that a meeting with Highways England had yet to be arranged.

14.4 Cllr Mitcheson reported that Mrs Babs **Mitcheson's** grant application for ten **'There But Not There'** silhouettes had been successful, and that eight silhouettes would be placed in Bodenham Church and two in Bodenham Chapel. Cllr James-Moore asked him to thank Mrs Mitcheson for her work on the application.

14.5 Cllr Clark reported that six of the oak posts in Church Road needed to be replaced or re-sited. The Clerk was instructed to ask the Lengthsman, if he could undertake the work.

ACTION: CS

15. Date of the Next Meeting.

15.1 The next Meetings will be held on Mondays 3rd September, 1st October and 5th November.

15.2 There being no other business, the Meeting closed at 8.55pm.

### July 2018 accounts

**OPENING BALANCE on 18th JUNE 2018 = £39602.03**

| Date           | Income           | Expenditure      | Comment  |
|----------------|------------------|------------------|--|
| 20th June 2018 |                  | £37.84           | HMRC (Clerk's PAYE)  |
| 2nd July 2018  |                  | £151.67          | Clerk's salary   |
| 3rd July 2018  | £485.00          |                  | Solar farm payment   |
| 3rd July 2018  | £34482.46        |                  | Section 106 playground money   |
| 6th July 2018  |                  | £41.94           | SID battery charger  |
| 6th July 2018  |                  | £180.00          | Footpath Officer invoice   |
| 10th July 2018 |                  | £34482.46        | Playground invoice   |
| 10th July 2018 | £370.00          |                  | Playground purchase (£200),<br>Newsletter advertising (£140),<br>BFPG £30) |
| 11th July 2018 |                  | £16.94           | Clerk's expenses   |
| 12th July 2018 | £50.00           |                  | Newsletter advertising   |
| 13th July 2018 |                  | £13.92           | Chairman's expenses  |
| 13th July 2018 |                  | £25.98           | Chairman's expenses  |
| 16th July 2018 | £5812.65         |                  | VAT refund (including playground)  |
| 18th July 2018 |                  | £185.00          | June Newsletter  |
| 18th July 2018 |                  | £194.25          | July/August Newsletter   |
| 18th July 2018 | £80.00           |                  | Newsletter advertising   |
| 18th July 2018 | £260.00          |                  | Silent Soldier donations   |
| 18th July 2018 | £50.00           |                  | Silent Soldier donations   |
| <b>TOTALS</b>  | <b>£41590.11</b> | <b>£35334.00</b> |  |

**CLOSING BALANCE on 18th JULY = (£39602.03 + £41590.11 - £35334.00) = £45858.14**



## **BODENHAM FLOOD PROTECTION GROUP REPORT** **(6 AUGUST 2018)**

1. **Summary of the Past Month.** Once again the recent hot weather has meant that the only flood risk has occurred when the weather briefly changed. There was then the possibility of thunderstorms and heavy downpours of rain, but none materialised.
2. **Monthly Meeting.** The Group's monthly Meeting last Tuesday (31 July 2018) was attended by 23 members.
3. **The Group's Tenth Anniversary.** The Sub-Committee formed to plan the Group's Tenth Anniversary celebration met for a third time on 24 July to finalise preparations for the event in the Parish Hall on Sunday, 9 September.
4. **Contribution to Research.**
  - a. As previously reported, on 12 June we received an e-mail from a Mr Daniel White, a Nottingham Trent University graduate working as an intern at a company called Flood Protection Solutions. Mr White is involved in a project being led by Cranfield University which "aims to assess the success and limitations of flood groups around the country *via* a survey..... The project will produce an academic paper that will be published in *Water* journal and [he believes], if executed correctly, has the potential to influence policy making at the highest level. [The] overall aim is to make it easier for flood groups to alleviate flooding in their area."
  - b. Mr White visited Millcroft Farm on Tuesday, 17 July and met the Chairman, the Secretary, Cllr Tilford and Cllr Clark who each completed a survey form for the project and enlarged on their answers in a general discussion of the BFPG's history and activities. Mr White has subsequently informed us that he has completed his report which has been sent to Cranfield University as his contribution to the overall project. It is unlikely that we will hear anything further until the Autumn.
5. **Working Party Sessions.**
  - a. Nine members took part in each of the working party sessions on Friday, 13 July and Friday, 27 July and helped to continue clearance of the Millcroft Brook between Millcroft Farm and the Ketch Lane culverts. The work is now within about 40 metres upstream of the culverts.
  - b. The working party sessions for August would normally be on Friday, 10 August and Friday, 24 August. However, as 24 August is the start of the August Bank Holiday weekend, it has been agreed that the second working party session for August will be held on Friday 17 August. The meeting place on both dates will be Millcroft Farm at 6.00pm, returning there afterwards for refreshments.

6. **Social Calendar.**

- a. **Annual Barbecue.** The Annual Barbecue was held at Willow Cottage in Maund Bryan on 14 July by kind invitation of Mr and Mrs Schwartz. The weather was perfect, as were the pork ribs, burgers, beans and salads which were enjoyed by everyone. A big thank you to all those who supported the event and brought puddings and drinks and loaned the various items of equipment to ensure an enjoyable evening.
- b. **Annual Bonfire Party.** The Annual Bonfire Party will be held on Saturday, 6 October at 6.00pm at Millcroft Farm. As always Councillors will, of course, be very welcome to attend with their partners.
- c. **Annual Quiz Night.** The Annual Quiz Night will take place in the Parish Hall on Friday, 30 November. Further details will follow nearer the time.

K.A.M.