

BODENHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING  
 HELD AT THE SIWARD JAMES CENTRE  
 at 7.30 pm on Monday, 6th February 2017

Present: Cllr Tony Clark      Cllr Jim Crane      Cllr Dennis Jackson  
 Cllr Pam James-Moore Cllr Richard Layton   Cllr Tony Mitcheson   Cllr David Tilford

District Cllr Bruce Baker was also present.

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

**Introduction.** The Parish Council expressed its wish to record its tributes to the late Mrs Pat Barbrook - a long-time resident of Bodenham - and the late former Councillor Roger Austin.

1. Apologies for Absence. An apology for absence was received from Cllr Avery.
2. Declarations of Interest. No declarations of interest were received.
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 5.2: The Wood House Lane/ A417 Junction. The Clerk reported that he had contacted Mrs Donna Tregenza, who had updated the new Locality Steward - Mr James Howell - about the situation. Cllr Baker reported that Balfour Beatty is now awaiting a price for removing the whole of the hedge outside the property and replacing it with a fence. He added that it now seems unlikely that Balfour Beatty will cover the whole of the cost of the work.
  - 4.2 Minute 5.5: The Early Warning Telemetry System. The Clerk reported that he had sent a purchase order to Isodaq Technology for its annual support package.
  - 4.3 Minute 6.1: The Bus Shelters. The Clerk reported that he had asked the Lengthsman to tidy the bus shelters, and that the Lengthsman had done so.
  - 4.4 Minute 6.2: White Lines on the C1125. Cllr Baker said that white lines are to be removed in dangerous places on some roads in Herefordshire, because doing so will make the roads appear narrower and, therefore, encourage drivers to exercise more caution. Cllr Tilford said that the Road Research Laboratory had found that removing white lines on rural roads decreases speeds and reduces the number of accidents. He added that local councils now control the provision of white lines.
  - 4.5 Minute 6.6: Fly Tipping in Smedal's Lane. The Clerk reported that he had explained to Mrs Gwen Bowden how to report fly tipping, and that the fly tipping in Smedal's Lane had been shown to the Locality Steward during the Parish Walk that morning.
  - 4.6 Minute 11: Footpath BM28. The Clerk reported that the Footpath Officer had completed repairs to the metal gate on footpath BM28, but that baler twine had been tied around the gate by the farmer to prevent cattle opening the metal catch. The Clerk said that the Footpath Officer had informed him that the nearby wooden gate would remain open until the field contained livestock.
  - 4.7 Minute 14.3. Lengthsman's Invoice. The Clerk reported that the Lengthsman's latest invoice had been circulated to Councillors.
5. Opportunity for Members of the Public to Address the Parish Council.
  - 5.1 Mrs Gwen Bowden asked about the patch of muddy ground on the corner of Millcroft Road and England's Gate Inn. Cllr Mitcheson noted that a footpath and crossing are to be

installed there in conjunction with the England's Field development and it was to be hoped that this would resolve the issue.

5.2 Mrs Kathy Tremain said that the new alignment of footpath BM13 lacks a 'Public Footpath' sign. The Clerk was instructed to ask the Footpath Officer for advice about the provision of signs for both BM13 and Ladywell Lane. ACTION: CS

5.3 Mrs Kathy Tremain said that the 427 bus had had difficulty in getting up Bowley Lane. She asked whether grit bins were provided with a shovel for use in such situations. Cllr Mitcheson said that he thought that this would not be practical, because any shovels would be stolen.

6. Vacancies on the Parish Council. The Clerk reported that the Parish Council could fill one vacancy by co-option immediately, but no name(s) had been put forward. He further reported that the closing date for nominations for the second vacancy was 15th February, and that, if no nominations were received, the two vacancies could be filled by co-option at the next Meeting.

7. Parish Walk. The Clerk reported that a parish walk had taken place that morning and that a full report would be circulated in advance of the next Meeting. Councillors were reminded that defects could be reported by ringing 01432-261800 or *via* the Herefordshire Council website.

ACTION: CS

8. Village Gateway Scheme. Cllr Crane circulated a report, which is attached as Annex A. He said that the likely cost of installing gates on the A417 was in the order of £8,000. Cllr Mitcheson noted that £10,000 had been set aside previously for the installation of vehicle activated signs on the A417, a project which Herefordshire Council had not allowed. That money was still available for road safety measures, such as 'gateways'.

9. Herefordshire Open Spaces Project. Cllr Crane said that the grant for 2016-17 was £750, and that there would be a further round of funding in 2017-18. He reported that, as part of BOVAGE, the Bodenham Open Village and Gardens Event, on 15-16 July, the Open Spaces Project would be formally opened and that on 16 July this would be attended by the sculptor of the 'Huddle of Bullocks' on the village green. Meanwhile, to raise funds for the Project and to seek plant sponsorship a coffee morning would be held on 18th March at Millcroft Farm. Cllr Crane added that further funding would be considered from the Tesco plastic bag scheme, which offers grants up to £5,000. Cllr Tilford asked about the maintenance of the planted areas. Cllr Crane replied that this would be done by volunteers. He asked that a contribution of £470 from the Parish Council towards the scheme be authorised. This was agreed unanimously (Proposer; Cllr Tilford: Seconder; Cllr Clark).

10. Insurance. Cllr Crane reminded Councillors that he had been asked to investigate whether a reduction from the £509 premium paid by the Parish Council in 2015-16 could be secured. However, because only Zurich Insurance - the Parish Council's present insurers - seemed to offer insurance for parish councils, it seemed unlikely that other quotations could be obtained. He had asked Zurich Insurance about the position of volunteers working on parish council activities, such as litter picks, and he had been told that insurance for volunteers could be added to the Parish Council's policy at no extra cost. Cllr Mitcheson asked him to confirm with Zurich Insurance that Bodenham Flood Protection Group members, who were also volunteers working for the Parish Council, were covered. Cllr Crane agreed to do so. ACTION: JC

11. Community Payback Project. The Clerk had circulated details of the Community Payback Project. Cllr Baker said that he had had experience of community payback projects, and that such projects could be very effective, if proper supervision was in place. Cllr Clark asked about the provision of tools for use on the project. Cllr Mitcheson asked what work might be done. After discussion, it was agreed not to join the Project, but to keep it in mind. The Clerk was instructed to ask other parish council clerks, if their parish had had experience of the Project. ACTION: CS

12. Bodenham Lake Site Management Group. Cllr Clark reported that the Group were planning to erect an osprey pole for migrating ospreys, which had been seen in the area in the past.

Cllr Clark asked whether the Parish Council would contribute in principle to the cost of the pole once the cost was known. It was agreed - at Cllr Tilford's suggestion - to defer the matter, until the cost was known.

13. Parish Hall Grant. The Clerk had circulated an email from Mr Robin Knott - the Chairman of the Parish Hall Management Committee - asking for a grant from the Parish Council to the Parish Hall. Cllr Mitcheson said that the request lacked essential detail. Mrs Gwen Bowden said that windows and curtains at the Parish Hall needed replacing and that re-decorating was also required. She added that quotations were being obtained for all of these. Cllr Tilford asked whether outside funding had been sought. The Clerk was instructed to draft and circulate a reply to Mr Knott.

ACTION: CS

14. Finance.

14.1 Monthly Accounts. The Clerk presented the monthly accounts, but said that he had not circulated an updated spreadsheet, which he would do before the next Meeting. Cllr Clark proposed and Cllr Tilford seconded that the monthly accounts be accepted. The accounts are attached as Annex B.

ACTION:CS

14.2 Outstanding Invoices. It was agreed that the following invoices be paid (Proposer; Cllr Tilford: Seconder; Cllr Clark).

|  |        |
|--|--------|
| - Clerk's expenses (printer paper and cartridge)       | £11.00 |
| - Bodenham Parish Hall (BFPG quiz night room hire)     | £30.00 |
| - Mr M Darley (Footpath BM28 repair)                   | £80.00 |
| - DC Gardening Services (Lengthsman's January invoice) | £30.00 |

15. Planning.

15.1 The following planning applications were considered. Cllr Tilford had prepared a planning statement for each of them:

- 170049: Myrtle Crest. Proposed replacement of two-storey side extension with improved access.
- 170121: Pump Cottage: Variation of Condition2 P150203/F for dwelling and ancillary garage. Amendments to plans.

15.2 The Parish Council made no objection to either application.

16. Updates.

16.1 Bodenham Flood Protection Group. Cllr Mitcheson gave a report, which is attached as Annex C. Cllr Tilford proposed that the Parish Council record its thanks to Cllr Mitcheson for replying on its behalf to Herefordshire Council's recent consultation on its draft Local Flood Risk Management Strategy. This was agreed.

16.2 Parish Hall. Cllr Layton said that he had missed the last meeting of the Parish Hall Management Committee, but understood that no changes were to be made to widen access to the key to the Parish Hall. He reported that Mrs Margaret Hughes, the Bodenham Leisure Club's representative, had stood down from the Committee.

16.3 Lengthsman. The Clerk drew attention to the receipt of the third quarterly payment for the Lengthsman and the Footpath Officer, as was shown in the accounts (Annex B).

16.4 Neighbourhood Plan. Cllr Mitcheson reported that work continued on drafting replies to the responses received from Regulation 14 Consultation and any modifications to the draft Plan which resulted from these. Because of the number of responses this was a time-consuming task, but progress was being made.

17. Correspondence Not Previously Circulated. The Clerk reported that he had received a brochure from Glasdon UK Ltd., whose products include plastic gateways such as are being considered for Bodenham. Accordingly, the brochure was passed to Cllr Crane.

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

18.1 Cllr Baker reported that he had completed his Report for the next Bodenham *Newsletter*;

- a few planning decisions made by parish councils with approved neighbourhood plans had resulted in appeals being made to Herefordshire Council Planning Committee;
- Herefordshire's work is progressing in the North of the County, so that by 2018 everyone should have "the broadband they need";
- a funding announcement is awaited with regards to the new 'university';
- funding for the western bypass has not been lost - as has been reported - and is likely to be committed for the bypass to be completed by 2027;
- the City Link Road is due to open in October;
- the gritters have been used on 50 nights so far this winter. The budget is for 70 overnight runs;
- Council tax is to rise by 3.9% in 2017-18. The rise includes 2% for adult social care;
- flood alleviation schemes have been announced for Herefordshire, but Bodenham is not mentioned
- the Herefordshire Council website is undergoing a "soft relaunch".

18.2 Cllr James-Moore said that a date should be agreed for the next litter pick. After discussion, the 8th of April was agreed as the next date. The Clerk was instructed to make the necessary arrangements. ACTION: CS

18.3 Cllr Layton reported that he had been told that business rates were to be levied on biomass convertors, solar panels, anaerobic digesters, etc. on farms and livestock markets.

19. Date of Next Meeting.

19.1 The next Meetings will be held on Mondays 6th March and 3rd April.

19.2 There being no other business, the Meeting closed at 9.15pm.

**Update Report – Village Gateway****06.02.2017**

We are considering the installation of gates as a traffic calming measure on the A417 located adjacent to the 40mph signs at either end of the entrance to the outskirts of the village.

The process requires a clear 40 metres of verge in both directions, a satisfactory road surface and changes to the white lining to meet current gateway regulations.

I am discussing the detail and outline costs with Traffic Engineers at Balfour Beatty and at the moment it would appear that the gates located at the southern end of the village adjacent to Brockington Golf Course are achievable without major cost and with minimum disruption,

However the location of gates at the northern end of the village are likely to be more of a problem, in that the 40mph signs (where the gates need to be placed) are currently located on a bend with reduced visibility, with narrow verges, trees and vegetation right to the roadside, at least on one side of the road.

\* Moving the 40mph signs about 20metres nearer the village would solve this problem but would require negotiating permission from the Highways Authority – a long and tortuous process !

Current road markings at both locations are in poor condition and will require upgrading at some stage. In the light of this we may be able to negotiate the avoidance of costs of at least some of the remedial work. However Balfour Beatty have advised that due to the presence of extensive enhanced lining at both locations, alterations are likely to be costly.

Potential costs are as follows:

Verge cutting/hedge trimming and installation of the two sets of gateways plus installation of a number of low posts behind each gate leading into the village (required) – approx. £4000

Costs of the gates themselves vary considerably from £375 per set (2 gates) to £700 per set = say £800

Removal of existing enhanced road markings - £25 per metre (Approx 80 metres of existing lines = £2000

White line painting required at both gateways – say 85 metres @ £5 per metre = £425

Costs are therefore likely to be in the region of £7225. If we add to that a contingency sum of around £800 this would take the likely cost to about £8000

NB> David has drawn my attention to a recent government report that questions the use of gateways in general as a traffic calming measure.

January 2017 accounts

OPENING BALANCE on DECEMBER 16th = £30461.04

| Date               | Income   | Expenditure | Comment   |
|--------------------|----------|-------------|---|
| 19th December 2016 |          | £749.83     | Public Works Loan Board                                     |
| 20th December 2016 |          | £37.84      | <b>Clerk's</b> PAYE   |
| 28th December 2016 | £105.00  |             | Newsletter advertising                                      |
| 3rd January 2017   |          | £151.67     | <b>Clerk's</b> salary                                       |
| 3rd January 2017   |          | £80.00      | Unpaid cheque   |
| 10th January 2017  | £80.00   |             | Replacement for unpaid cheque                               |
| 13th January 2017  |          | £123.20     | Mrs Babs Mitcheson<br>(BFPG storage container)              |
| 16th January 2017  |          | £22.47      | <b>Clerk's</b> expenses                                     |
| 17th January 2017  | £948.00  |             | Third quarter lengthsmen<br>and footpath officer<br>payment |
| 17th January 2017  |          | £9.00       | Siward James and<br>Arkwright Trust (BFPG<br>room hire)     |
| 17th January 2017  |          | £56.25      | Siward James and<br>Arkwright Trust (PC room<br>hire)       |
| 17th January 2017  |          | £211.00     |   |
| 18th January 2017  |          | £96.00      | <b>Lengthsman's</b> December<br>invoice                     |
| TOTALS             | £1133.00 | £2369.99    |   |

CLOSING BALANCE on 18th JANUARY = (£30461.04 + £1133.00 - £1537.26) = £30056.78



**BODENHAM FLOOD PROTECTION GROUP REPORT**  
**(6 FEBRUARY 2017)**

1. **Summary of the Past Month.** The weather has been unusually dry for the time of year. As a result there have been only two occasions since the end of November when the telemetry system has issued an alert. The first was at 7.15pm on 29 January when the water in the Millcroft Brook rose to just over 0.5m, but fell below that again by just after 9.00pm. The second was at 3.05am on 1 February when the water level again rose to just over 0.5m and fell below that again by 8.45am.
2. **Monthly Meeting.** The Group's monthly Meeting was held on Tuesday, 31 January and was attended by 25 members.
3. **Consultation on the Local Flood Risk Management Strategy.** The BFPG's response to the Consultation was submitted on 26 January, on the same day as the Parish Council's response.
4. **The Orchard Close Culvert.** Herefordshire Council have called an on-site meeting on 8 February to discuss the possible replacement of the culvert serving the Orchard Close drainage system. The Chairman and Secretary will attend.
5. **Annual Coffee Morning.** The BFPG's annual Coffee Morning took place at the Siward James Centre last Saturday (4 February). It was well attended and the Group are very grateful for all the support it received. It raised a total of £370.
6. **Garden Party and Barbecue.** As members already know, the Group's achievements have again been recognised, this time by the award to the Secretary of the British Empire Medal in the New Year Honours List on behalf of the Group for their community work in flood protection. The question then arose as to when the Medal should be presented by the Lord Lieutenant and Lady Darnley has been in touch to discuss the format for the presentation. She has agreed that a garden party at Millcroft Farm Sunday, 23 July, followed by the BFPG's Annual Barbecue, will be an appropriate occasion. Councillors will receive their invitations in due course.

K.A.M.