

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 7th December 2015**

**Present:** Cllr Roger Austin, Cllr Alex Avery, Cllr Dennis Jackson, Cllr Pam James-Moore (Chair), 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. **Apologies for Absence.** Apologies for absence were received from Cllr Stan Davis.
2. **Declarations of Interest.** Cllr Mitcheson declared an interest in Item 16 on the Agenda.
3. **Minutes of the Previous Meeting.** The previous Minutes were accepted as a correct record (Proposer; Cllr Mitcheson: Seconder; Cllr Austin).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 5.1.** The Clerk reported that the open inspection cover near the top of Church Road had been noted on the Parish Walk held on 30th November.
  - 4.2 **Minute 5.2.** The Clerk reported that Mr Tony Clark had removed the rubbish in the ditch in Chapel Lane, which BT Openreach had failed to clear.
  - 4.3 **Minutes 5.5 and 12.** The Clerk reported that the blocked drains opposite Vern Croft and Sycamore Close had been noted on the Parish Walk held on 30th November.
  - 4.4 **Minute 5.6.** The Clerk reported that he had contacted CM Mercer about the damaged verge opposite Bunn Lane and that CM Mercer had promised to repair the damage and to reseed the verge next spring.
  - 4.5 **Minute 5.7.** The Clerk reported that he had written to the owner of the relevant property about the bamboo growing through the pavement in Ash Grove Close and that the owner had replied that the bamboo had been sprayed with herbicide.
  - 4.6 **Minute 5.8.** The Clerk noted that cutting the hedge along the side of Brockington Road was the responsibility of the owner of the property, and was not a task for the Lengthsman. The Clerk added that Mrs Donna Tregenza, the Locality Steward, had said on the Parish Walk that she would be writing to all the property owners in Brockington Road asking them to cut the hedges which bordered on the C1125 and Millcroft Road.
  - 4.7 **Minutes 7. and 9.1.** The Clerk reported that he had written to Mr Jeff Pollard, Mr Jim Crane and Mr David Tilford, as requested.
  - 4.8 **Minute 8.1: Finance.** See Minute 16 below.
5. **Opportunity for Members of the Public to Address the Parish Council.**
  - 5.1 Mrs Kath Tremain reported that the grass next to the bus stop opposite the Chapel Lane bus shelter on the C1125 was very slippery. The Clerk was instructed to ask Mr Robert Parker for a quotation for the installation of slabs similar to those he had installed leading to the bus shelter on the opposite side of the road. **ACTION: CS**
  - 5.2 Mrs Gwen Bowden asked whether the trees on the village green had been inspected, as has been requested some months ago. The Clerk replied that the Locality Steward had said that she would arrange for the trees to be inspected by the relevant Herefordshire Council contractor. The Clerk was instructed to contact Mrs Tregenza about the inspection of the trees. **ACTION: CS**
  - 5.3 Mrs Bowden reported that dog fouling continued to be a problem. Mr Mike Stephens said that Orchard Close was particularly badly affected. He offered to provide a list of dog owning residents in Orchard Close to the Clerk, to whom the Clerk was instructed to write. **ACTION: CS**

6. **Resignation of Cllrs Clarke and Herbert.** Cllr James-Moore reported that Cllrs Bob Clarke and Les Herbert had resigned. The Clerk was instructed to write to them thanking them for their service on the Parish Council. **ACTION: CS**
7. **Vacancies on the Parish Council.** The Clerk reported that Herefordshire Council's Electoral Services had approved the filling of the three vacancies on the Parish Council - Cllr Pollard having resigned earlier - by co-option at the next Meeting on 4th January, unless a request for an election had been received before then.
8. **Election of Vice-Chairman.** Cllr Avery proposed and Cllr Austin seconded that Cllr Mitcheson be elected as Vice-Chairman. Cllr Mitcheson was duly elected on the conditions that his only duty would be to chair Parish Council meetings in the Chairman's absence and that it should not be assumed that, by becoming Vice-Chairman, he would be prepared to serve as Chairman in due course.
9. **Election of Parish Hall Representative.** The election of the Parish Hall Representative was deferred until the next Meeting.
10. **Solar Farm Payments.** Cllr James-Moore reported that a request had been received from Marden Parish Council to divide the payment of £5,000 which should accrue from the solar farm development on the basis of 70% for Marden PC and 30% for Bodenham PC on the grounds that more of the land was in Marden and more of the panels would be sited in Marden. The Clerk reported that the company behind the development usually divided payments on a 50-50 basis, unless parishes agreed on a different ratio. After discussion, it was agreed that Marden Parish Council's request was not acceptable. The Clerk was instructed to report this to Marden Parish Council. **ACTION: CS**
11. **Ladywell Lane Footpath.** The Clerk reported that he had circulated a paper from Herefordshire Council, which recommended that a footpath be created from where Ladywell Lane begins on the C1121 to where it meets footpath BM1, and which requested that the Parish Council express their opinion on this recommendation. Mr William Heather-Hayes said that the land through which the proposed footpath runs had recently changed hands and that the new owners were happy for people to walk across it, but did not want the creation of a public footpath across the land. Cllr Mitcheson proposed and Cllr Jackson seconded that the Parish Council should not object to Herefordshire Council's proposal. This was agreed by three votes to none with one abstention. The Clerk was instructed to inform Herefordshire Council of the Parish Council's response. **ACTION: CS**
12. **New Road Name Opposite England's Gate Inn.** The Clerk said that he had circulated a request by Herefordshire Council that the Parish Council should propose a name for the new road to be created in Bell Homes' planned development opposite England's Gate Inn. After discussion, there was general agreement that the road should be called "England's Field", this being the name of the field on which the new houses will be constructed. This was supported by members of the public and was proposed by Cllr Avery, seconded by Cllr Jackson and agreed unanimously. The Clerk was instructed to inform Herefordshire Council of the decision. **ACTION: CS**
13. **Street Lighting Opposite England's Gate Inn.**
- 13.1 The Clerk said that he had also circulated a request from Herefordshire Council for a decision as to whether or not there should be street lighting in the development opposite England's Gate Inn. It was agreed unanimously (Proposer; Cllr Avery; Seconder; Cllr Mitcheson) that there should be no street lighting there. The Clerk was instructed to inform Herefordshire Council of the decision. **ACTION: CS**
- 13.2 Cllr Mitcheson reported that he and Cllr Baker had met Mr Andrew Byng of Herefordshire Council to discuss how the junction between the A417 and the C1125 might be made safer. It had been agreed that the sightlines at the junction could be improved by the

removal of the signs for Bache's Bargains and of two trees south of the junction and by a reduction in the size of the adjacent hedge. However, little could be done to increase the width or alter the layout of the junction because Herefordshire Council owns only part of the verge. Cllr Mitcheson further reported that it was proposed that a high kerb should be installed opposite England's Gate Inn to prevent parking along the east side of that narrow stretch of roadway.

14. **Report on Parish Walk: Footpath Matters.** The Clerk gave a report on the Parish Walk. He asked whether a new stile or a new kissing gate was preferred to replace the old, missing stile on Ketch Lane (Item 10 on the Parish Walk list of issues). It was unanimously agreed that a stile was preferred. The Clerk was instructed to inform the Footpath Officer accordingly. **ACTION: CS**

15. **Setting the Precept.** The Clerk reported that he, Cllr Mitcheson and Cllr Jackson had prepared a draft precept, which had been circulated. Cllr Mitcheson explained that the budgets for some items in the table - such as the Lengthsman, road safety measures and the Neighbourhood Plan - were difficult to estimate precisely for various reasons. However, he suggested that, although the best estimate of the Precept to be requested was £13,275, bearing in mind the difficulty of arriving at a precise figure, this should be rounded down to £13,000. Cllr Austin proposed and Cllr Avery seconded that this figure be requested from Herefordshire Council. This was agreed unanimously. The Clerk was instructed to send the request to Herefordshire Council. **ACTION: CS**

#### 16. **Finance**

16.1 **Monthly Accounts.** The Clerk said that, as a change from past practice, he had circulated the accounts in simplified tabular form which he hoped Councillors would find easier to understand. The accounts were approved (Proposer; Cllr Austin: Seconder; Cllr Avery) and are attached as Annex A.

16.2 **Invoices.** Cllr Clarke proposed and Cllr Austin seconded that the following invoices be paid and this was agreed:

· Mrs B Mitcheson (QAVS presentation expenses)	£180.07
· Mr M Darley (Footpath officer: removing fallen tree)	67.50
· Mr D Tilford (QAVS presentation expenses)	31.98
· Mrs G Bowden (QAVS presentation expenses)	34.78
· Mr J Schwartz (QAVS presentation expenses)	138.65
· Clerk's expenses (stationery, stamps, printer cartridges)	38.96
· Park Home sales.com (Website registration/hosting)	288.00
· Leominster Community Resource Centre December/January Newsletter)	£194.25

#### 17. **Planning**

17.1 The following planning applications were considered:

- 151940: St Michael's Church of England Primary School. Proposed outdoor classroom area with timber structure. Proposed wildlife pond with deck.
- 153325: 1 Church Walk. Fell yew tree.
- 153383: Dove Cottage. Proposed work to yew tree.
- 153481: Bodenham Lake Nature Reserve. Proposed work to various trees.

17.2 The Clerk reported that Mr David Tilford had produced a planning statement for the planning application for St Michael's School. The Parish Council raised no objections for any of the above applications.

17.3 The Parish Council's responses to the following planning applications were ratified:

- 153269: Field adjacent to St Michael's Church and bank of River Lugg. Proposed work to trees.
- 153271: Church House, Church Walk. Proposed work to yew tree.
- 153273: St Michael's Church of England Primary School. Proposed works to various trees.
- 153274: Land at or adjacent to St Michael's Church. Proposed works to various trees.

#### 18. **Updates.**

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

- 18.2 **Parish Hall.** In the absence of a Parish Council Representative on the Parish Hall Management Committee Mrs Gwen Bowden reported that the Committee still needed that post to be filled and was also still seeking a treasurer. She further reported that the room which had recently been vacated after the termination of a regular booking, had been decorated and will now be rented by Bodenham Tennis Club.
- 18.3 **Lengthsman.** No report was given.
- 18.4 **Neighbourhood Plan.** Cllr Mitcheson said that he, Mr Jim Crane and Mr David Tilford had been working on the Plan and had expanded the existing Plan by incorporating data from the Neighbourhood Plan survey.
19. **Correspondence Not Previously Circulated.** The Clerk reported that there was no correspondence, which had not been previously circulated.
20. **Other Business (including the District Councillor's Report).** Cllr Baker reported that:
- the council tax reduction scheme for 2016-17 had been agreed by Herefordshire Council;
  - construction of the City Link Road had begun, although the location of the new fire and police stations had not yet been agreed. Cllr Baker added that the scheme would include a new transport hub. Mr Richard Layton asked about the ownership of the existing fire and police stations. Cllr Baker replied that Herefordshire Council owns the existing fire station;
  - a series of debates will be held at Leominster Conservative Club in early 2016 with government ministers as speakers. The speaker at the first debate on 8th January will be Amber Rudd MP, the Secretary of State for Energy and Climate Change.
21. **Date of Next Meeting.**
- 21.1 The next Meetings will be held on 4th January, 1st February and 7th March 2016.
- 21.2 There being no other business, the Meeting closed at 9.00pm.

**November 2015 Accounts**

**16th OCTOBER 2015: OPENING BALANCE = £20586.95**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
20th October 2015		£37.84	HMRC (PAYE)
23rd October 2015		£72.00	Room hire
2nd November 2015		£151.67	Clerk's salary
2nd November 2015	£1896.00		Lengthsman payment from Herefordshire Council (Quarters 1 and 2)
3rd November 2015	£155.00		Newsletter advertising
3rd November 2015	£40.00		Newsletter advertising
5th November 2015		£14.48	Clerk's expenses
9th November 2015		£201.75	October Newsletter invoice
11th November 2015		£654.00	Lengthsman's monthly invoice
18th November 2015		£50.00	Royal British Legion (in lieu of wreath)
<b>TOTALS</b>	<b>£2091.00</b>	<b>£1181.74</b>	

**CLOSING BALANCE = (£20586.95 + £2091.00 - £1181.74) =  
£21496.21**



## **BODENHAM FLOOD PROTECTION GROUP REPORT** **(7 DECEMBER 2015)**

1. **Summary of the Past Month.** Despite the news of floods in the North of England and in Scotland, we have so far been fortunate. The recent rainfall has been relatively light and short-lived and the data from the early warning telemetry system indicate that the rain has made virtually no difference to the water level of the Millcroft Brook. This has only exceeded 0.4m on one occasion and was not sufficient to trigger the system's initial alert which is set for 0.5m.
2. **Monthly Meeting.** Our Meeting on Tuesday, 24 November was attended by 31 members and we were fortunate in the two PCSOs from the Bromyard Safer Neighbourhood Team, Steph Annette and Sue Berrett, giving up their time to brief us on crime prevention and personal security.
3. **The Queen's Award for Voluntary Service (QAVS).**
  - a. The main subject for the Meeting was finalising the finances for the QAVS Presentation and Reception. The expenses incurred by individual members were refunded as appropriate, but almost all those who had provided food and drink declined to claim, with the result that there was a surplus of nearly £80 from ticket sales and donations for the Reception. It was agreed that this should be set aside in a social fund, separate from the Group's main fund, to be used to help defray the cost of future social events such as the Annual Barbecue.
  - b. The other issue which was discussed was where the QAVS Award certificate, the crystal and the citation should be kept, together with the Group's Pride of Herefordshire Award. One option which seemed to be generally favoured was that they should be housed in a cabinet in the hall of the Siward James Centre, and it is hoped that the Trustees of the Siward James and Arkwright Trust will agree to this. If so, that would leave the problem of finding and installing a cabinet to be resolved.
4. **Sandbag Stocks.** The 100 filled bags we ordered some months ago have now been delivered direct to the Parish Hall and we have sent our thanks to Mrs Donna Tregenza, the Balfour Beatty Locality Steward, accordingly. (We are still awaiting the delivery of the two pallets of salt which the Parish Clerk has ordered separately).
5. **Annual Quiz Night.** The Annual Quiz Night was held in the Parish Hall on Friday, 27 November 2015 and was a very well attended, successful and enjoyable evening which raised £365.67 for the Group's fund.

K.A.M.