

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 7th November 2016**

**Present:** Cllr Roger Austin      Cllr Alec Avery      Cllr Tony Clark      Cllr Jim Crane  
Cllr Stan Davis      Cllr Dennis Jackson      Cllr Pam James-Moore      Cllr Richard Layton  
Cllr Tony Mitcheson      Cllr David Tilford.

District Councillor Bruce Baker was also present.

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

1. **Apologies for Absence.** No apologies for absence were received.
2. **Declarations of Interest.** No declarations of interest were received.
3. **Minutes of the Previous Meeting.** The previous Minutes were accepted as a correct record (Proposer; Cllr Mitcheson; Seconder; Cllr Tilford).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 4.1: Defibrillator.** The Clerk reminded Councillors that he had circulated details of the West Midlands Ambulance Service (WMAS) defibrillator scheme. Cllr Clark proposed and Cllr Jackson seconded that the Clerk should proceed with the acquisition of a defibrillator under the WMAS scheme for installation at the Parish Hall. The motion was agreed unanimously. **ACTION: CS**
  - 4.2 **Minute 4.2: Hedge on the C1125.** See Minute 4.4 below.
  - 4.3 **Minute 4.6: The Bus Stop Opposite Chapel Lane.** The Clerk reported that he had obtained and had circulated a quotation from Mr Idris Barrett together with the quotations from Mr Robert Parker and Mr Sean Stanley. After discussion of the three quotations, Cllr Tilford proposed and Cllr Mitcheson seconded that Mr Parker's quotation be accepted. The motion was agreed unanimously. The Clerk was instructed to contact Mr Parker. **ACTION: CS**
  - 4.4 **Minutes 5.1 and 5.2: The Wood House Lane/ A417 Junction.**
    - 4.4.1 Cllr Tilford reported that he had circulated a draft letter which might be sent to all residents of Wood House Lane outlining the attempts made by the Parish Council over many years to improve visibility and safety at the junction between Wood House Lane and the A417. His letter also asked for suggestions from residents for improvements and included a proposed alternative one-way system, which would allow traffic to enter Wood House Lane, but exit *via* a new junction South-East of the Parish Hall. Cllr Mitcheson said that he thought the scheme would be unaffordable. Cllr Tilford replied that houses could be built next to the Parish Hall to defray the cost. However, Cllr Crane cautioned against raising false hopes.
    - 4.4.2 Cllr Baker noted that the hedge at the house at the junction was growing 18 inches beyond the boundary of the property. Cllr Jackson asked whether Herefordshire Council could place an enforcement order on the owners of the property to reduce the width of the hedge. Cllr Baker said that this could be done, but that Herefordshire Council would be reluctant to implement this. He suggested that the Parish Council might offer to have the hedge cut at its expense. Cllr Crane added that the offer might be to replace the hedge with soundproof panels. At Cllr Mitcheson's suggestion, Cllrs Baker and James-Moore agreed to approach the owners of the property to discuss solutions to the visibility problem at the junction. **ACTION: BB and PJ-M**

4.5 **Precept Sub-Committee.** See Item 13.1 below.

4.6 **Minute 4.9: Obstructions in Ketch Lane.** The Clerk reported that he had contacted PCSO Steph Annette to ask what could be done about vehicles obstructing the carriageway at the north end of Ketch Lane. PCSO Annette had replied to the effect that, if a vehicle is blocking the highway and is causing a complete obstruction, it is an offence, about which the police needed to be informed in order to attend to the matter.

5. **Opportunity for Members of the Public to Address the Parish Council.** Mrs Gwen Bowden mentioned that Leominster is a finalist among towns competing in the Rising Stars competition and would welcome support for its bid.
6. **Bridleway Report.** The Clerk reported that a proposal had been received from Herefordshire Council for the addition of a bridleway at Upper Maund, details of which he had circulated. The Parish Council had been invited to respond to this. It was agreed that the Parish Council had no objection to the proposal (Proposer; Cllr Tilford; Seconder; Cllr Clark.) and that the Clerk should reply accordingly to Herefordshire Council. **ACTION: CS**
7. **2017/18 Local Government Finance Settlement Consultation Paper.** The Clerk reported that details of the Consultation Paper had been circulated. One suggestion contained in it was a possible capping of parish council precept increases at 2%. Cllr Baker said that the proposed cap would currently only apply to councils with a turnover of more than £500,000, but the figure could be lowered subsequently. The Parish Council was unable to respond to the Consultation, because it had already closed.
8. **The Wood House Lane/A417 Junction.** See Minute 4.4 above.
9. **Middle Gate on Footpath BM12.** Mr Mike Darley said that he would try to repair the kissing gate on BM12 (the middle gate of three) to make it stock-proof. He further reported that he had been told by the Locality Steward that footpath BM7 was closed until further notice, because steps, posts and rails had collapsed. He said that repairs to the path have been included in Balfour Beatty's 2017-18 programme, but that he hoped to do the work himself by the time of the winter walking festival.
10. **Bus Stop opposite Chapel Lane.** See Minute 4.3 above.
11. **Defibrillator.** See Minute 4.1 above.
12. **Lengthsman Update.** The Clerk requested that a temporary sub-committee should be formed to discuss the Lengthsman's schedule in the light of the cuts to the Lengthsman Scheme being made by Herefordshire Council in 2017-18, the deadline for bidding for funding being 31<sup>st</sup> December. It was agreed that Cllrs Avery, Crane and James-Moore and the Clerk would meet and report to the next Meeting. **ACTION CS, AA, JC, PJ-M**
13. **Finance.**
- 13.1 **Precept.** The Clerk said that the Precept Sub-Committee had met several times and had produced a spreadsheet showing the figures from which it had derived an estimate of the precept required for 2017-18. The spreadsheet had been circulated and was displayed at the Meeting. Cllr Mitcheson explained that, despite there being many unknowns in the coming year - such as the cost of the proposed 'gateways' on the A417 and the possible need to replace the SID and the telemetry system - the Sub-Committee recommended that the precept for 2017-18 should remain unchanged from that for 2016-17 at £13,000. Cllr Tilford proposed and Cllr Crane seconded that a precept of £13,000 for 2017-18 be requested from Herefordshire Council. The proposal was agreed unanimously. The Clerk was instructed to respond accordingly. **ACTION: CS**
- 13.2 **Monthly Accounts.** The Clerk presented the monthly accounts and spreadsheet. Cllr Mitcheson commented that the spreadsheet should be adjusted to separate the income and expenditure relating to the Neighbourhood Plan grant from the Parish Council accounts. The Clerk was instructed to adjust the spreadsheet accordingly. Cllr Mitcheson proposed and

Cllr Tilford seconded that the monthly accounts be accepted. The accounts are attached as Annex A. **ACTION: CS**

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

- Clerk's expenses (stamps, cartridge)	£17.60
- DC Gardening Services (Lengthsman's October invoice)	£366.00
- Leominster Community Resource Centre (October <i>Newsletter</i> )	£185.00
- Leominster Community Resource Centre (November <i>Newsletter</i> )	£201.75
- Siward James and Arkwright Trust (PC meetings room hire)	£58.50
- Siward James and Arkwright Trust (BFPG meetings room hire)	£15.75
- Bodenham Parish Hall (Neighbourhood Plan room hire)	£24.25

14. **Planning.** The following planning applications were considered. Cllr Tilford had prepared a planning statement for each application:

- **162940/F: New House Farm.** *Application for removal of condition 6 following grant of planning permission. (153600).* It was agreed unanimously (Proposer; Cllr Tilford: Seconder Cllr Jackson) that no objection should be made to the application.

- **163115: Land East of Pine Lodge, Dinmore:** *A new house and detached garage to replace the collection of previously inhabited structures.* At the Chairman's invitation Mr William Heather-Hayes outlined the proposal. Cllr Tilford said the lack of a 5-year land supply for Herefordshire meant that it might be difficult to refuse the proposal. It was agreed unanimously (Proposer; Cllr Tilford: Seconder Cllr Crane) that no objection should be made to the application.

- **163187/F: Wynmoor.** *Demolition of single storey rear extension. Proposed two storey extension.* Cllr Crane reported that the Planning Sub-Committee had visited the site and felt that the proposal was in keeping with the existing property and was an improvement over the existing extension. It was agreed unanimously (Proposer; Cllr Crane: Seconder Cllr Tilford) that no objection should be made to the application.

- **163198/F: Peas Green.** *Proposed 2 storey side extension.* Cllr Crane reported that the Planning Sub-Committee had visited the site. The owner of the property, Mrs Gateley, said that a flat roof on the proposed extension would improve sightlines from the 1950s extension and that it would be difficult to build the extension with a pitched roof. Cllr Mitcheson said that he felt the proposed cedar cladding was not in keeping with the surrounding properties. It was agreed unanimously (Proposer; Cllr Crane: Seconder Cllr Tilford) that no objection should be made in principle to the application, but that it should be suggested that the Case Officer seek to negotiate with the applicant's agent in an attempt to devise a more sympathetic design.

- **163278: Halfway House.** *Demolition of dilapidated 'add-on' structure and construction of 3 bay timber framed garage.* Cllr Tilford said that the existing added-on structure was "a monstrosity". Cllr Clark noted that Historic England have no objection to the application. It was agreed unanimously (Proposer; Cllr Tilford: Seconder Cllr Crane) that no objection should be made to the application.

- **163313: Land East of Bodenham Manor, between Bodenham Cottages and The Orchard.** *A new house and detached garage to replace previously inhabited structures.* Mr William Heather-Hayes outlined the proposal. Cllr Tilford said that the main issue was likely to revolve around the acceptability, or otherwise, of the principle of the residential development of this site. It was agreed unanimously (Proposer; Cllr Tilford: Seconder Cllr Crane) that no objection should be made to the application.

15. **Updates.**

15.1 **Bodenham Flood Protection Group.** Cllr Mitcheson gave a report, which is attached as Annex B. In addition to this Cllr Mitcheson noted that from 1 April 2017 parish councils will have to pay for all the sandbags they require at a cost of about £2 per filled bag (excluding VAT). The large central stock held by the Parish at the Parish Hall would therefore need some protection from pilfering. He had identified a second-hand shipping container which would be suitable for the secure storage of sandbags and, possibly, sand and he requested that the Parish Council make available £1250 for its purchase and delivery. This was agreed unanimously (Proposer; Cllr Tilford: Seconder; Cllr Clark).

15.2 **Parish Hall.** Cllr Layton said that poor attendance at the Flick screenings was a cause for concern. He also reported that the new front doors for the Hall would be installed by the end of the month.

15.3 **Lengthsman.** See Minute 12 above.

15.4 **Neighbourhood Plan.** Cllr Mitcheson reported that to date thirteen responses had been received to the Regulation 14 Consultation, including two from statutory bodies. The deadline for comment was 20 November.

16. **Correspondence Not Previously Circulated.** The Clerk reported that he had received an email from Mr Jeff Pollard about increased dog fouling at Bodenham Lake. It was thought that this had probably resulted from greater use of the Lake for dog walking following the introduction of car parking charges at Queenswood. The Clerk was instructed to contact the dog warden about the matter. **ACTION: CS**

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

17.1 Cllr Baker reported that:

- Bodenham Sailing Club is to return to Bodenham Lake with its rent renewed on an annual basis;
- his next Newsletter Report would largely be about refugees;
- Herefordshire Council is not reducing library provision any further. The repairs to the Broad Street Library are under way;
- Herefordshire Council has plentiful supplies of salt with which to cover the 600 miles of roads which are salted in cold weather;
- Herefordshire is applying to be the 2018 County of Culture;
- Herefordshire has a high incidence of domestic violence and sexual exploitation;
- the development of The New Model In Technology & Engineering (NMITE) - the Hereford University - is progressing.

17.2 The Clerk reported that Mrs Donna Tregenza, the Locality Steward, has agreed to attend the next Meeting.

17.3 Cllr Tilford reported that the Caravan Club was satisfied that all procedures were being followed correctly in the development of a caravan park in a field just South of Rowberry Lane. Cllr Baker added that the Herefordshire Council Enforcement Officer had visited the site, was happy with progress and would re-visit the site in May.

18. **Date of Next Meeting.**

18.1 The next Meetings will be held on Mondays, 5th December 2016 and 9th January 2017.

18.2 There being no other business, the Meeting closed at 9.10pm.

**October 2016 Accounts****OPENING BALANCE on SEPTEMBER 13th = £26176.50**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
20th September 2016	£6500.00		2nd precept payment
20th September 2016		£37.84	Clerk's PAYE
30th September 2016		£151.67	Clerk's salary
3rd October 2016	£340.00		<i>Newsletter</i> advertising
10th October 2016		£7.75	Clerk's expenses
10th October 2016		£10.00	Parish Hall room hire
11th October 2016		£1587.00	Neighbourhood Plan printing
11th October 2016		£420.00	Lengthsman's August invoice
<b>TOTALS</b>	<b>£6840.00</b>	<b>£2214.26</b>	

**CLOSING BALANCE on 13th October = (£26176.50 + £6840.00 - £2214.26) = £30802.24**



## **BODENHAM FLOOD PROTECTION GROUP REPORT** **(7 NOVEMBER 2016)**

1. **Summary of the Past Month.** The good weather has continued and once again the risk of flash flooding has been low.
2. **Monthly Meeting.** The Group's monthly Meeting was held on Tuesday, 25 October with 28 members present.
3. **Recent Working Parties.**
  - a. The final working party for the 2016 'season' was held on Thursday, 6 October and 10 members continued the process of checking and repairing the sandbag stocks at Hamwyn Joinery, Chapel Lane and Siward James Close. Unfortunately, despite having ordered 150 empty sandbags several months ago, these had still not arrived and the working party was therefore unable to complete its task fully. Some sandbags remain to be repaired at Chapel Lane and the cage on the school carpark has not yet been checked. These will be completed by an *ad hoc* working party of volunteers once the empty sandbags are delivered.
  - b. The Chairman has spoken to the Locality Steward, Mrs Donna Tregenza, and she has confirmed that Balfour Beatty Living Places have received a bulk delivery of empty sandbags. She has promised to deliver the 150 that we have requested as soon as she is able.
4. **Sandbag Protection.**
  - a. From 1 April 2017 onwards Herefordshire Council will no longer be providing parishes with free empty or filled sandbags and parishes will therefore have to fund as many as they require through their precepts. Preliminary enquiries indicate that filled sandbags will cost about £2 each, excluding VAT, or a £100 for a pallet of 50, including delivery. Empty sandbags will cost about 50p each, excluding VAT.
  - b. Although all winters are not as bad as that of 2013-14, in that year 300 sandbags were distributed from the Parish's central stocks when it seemed possible that some properties might be flooded. This was in addition to the small stocks which are already routinely deployed in advance to individual householders whose dwellings may be affected by flooding.
  - c. Experience has shown that sandbags are liable to 'disappear' if left unattended - apart from flood protection, some people use the sand for other purposes, such as in their gardens. Indeed, on one occasion the Police had to be called when a car was seen making several trips to remove sandbags from the Parish Hall. It is because of the need to protect them from

pilfering that the Parish Council purchased four lockable metal cages which are deployed around Bodenham Moor and Bodenham so that parts of the Parish's central reserve stocks are close to where they are likely to be needed, but controlled by the BFPG's Area Representatives who hold the keys. However, the Parish's central reserve stock of some 304 filled sandbags at the Parish Hall and elsewhere is not protected in this way.

d. Under the new regime these 300 sandbags represent some £600 in monetary terms at any one time and furthermore they need protection from more than just theft. Because the bags are biodegradable, they start disintegrating if left exposed to sunlight. At the moment the Group tries to protect them by covering them with tarpaulins, but, as well as being unsightly, this is only partially successful and on average some 10% of sandbags have to be repaired each year by placing them in new empty sandbags.

e. There is therefore a need to provide for proper storage for the Parish's sandbags and the BFPG is seeking to obtain covered, lockable storage in the form of an additional three cages for deployment around the village and a large container for the central reserve of 220 sandbags at the Parish Hall.

f. It is this large container which is the priority and we have explored various options on the internet. Second hand 8' x 10' containers cost over £2,000, but this does not include delivery; this is obviously expensive unless the source is close to Bodenham, which is seldom the case. We have, however, identified a second hand container which is available locally for only £1,200, plus £50 delivery and, having inspected it, it would appear to be very serviceable, apart from needing a coat of paint to cover scratches which are beginning to rust. With permission from the Parish Hall Management Committee, we would plan for it to replace the present, rather unsightly, tarpaulin covered pallets of sandbags behind the Parish Hall, but sited less obtrusively close to one of the boundaries there.

g. The Parish Council is asked to approve the expenditure of £1,250 for the purchase and delivery of the container described above.

## 5. **Social Events.**

a. **Annual Bonfire Party.** The Group's annual Bonfire Party took place at Millcroft Farm on Saturday, 8 October in pleasant weather with only one very light shower to add an appropriate flavour to the event. Some 30 members and guests enjoyed the traditional mulled wine and sausage rolls, supplemented by a large variety of other food and drink generously contributed for the occasion by those attending

b. **Annual Quiz Night.** The Group's final social occasion in 2016 will be the Annual Quiz Night in the Parish Hall on Friday, 25 November. The doors open at 7.00pm for a 7.30pm start and entry is £6 per person, including refreshments. Tables are for 6 and there are prizes for the winning table. You are asked to bring your own wine, but glasses will be available. Everyone is welcome and to book a table or for more information please contact Mrs Anita Griffiths on 01568-797929. We very much look forward to Councillors fielding one or more teams to compete on what should be a very enjoyable occasion.

K.A.M.