

**MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE SIWARD JAMES CENTRE
at 7.30 pm on Monday, 7th October 2019**

Present: Cllr A Avery Cllr S Collin Cllr J Crane Cllr P James-Moore
Cllr R Layton Cllr S Maxwell Cllr T Morris Cllr D Tilford

Ward Councillor John Harrington was also present

2 members of the public were present.

1. **Apologies for Absence.** Apologies for absence were received from Cllrs C Pickard and K Tremain and from PCSO Jack Davies.
2. **Declarations of Interest.** The Clerk declared an interest in Item 14.
3. **Minutes of the Previous Meeting.** A correction was made to Minute 5.2, wherein all references to Cllr Crane were replaced by references to Cllr Collin. The Minutes of the previous Meeting were then approved as a correct record (Proposer; Cllr Tilford: Seconder; Cllr Collin).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 4.1: Waste Bin in the Conservation Area.** See Item 12 below.
 - 4.2 **Minute 4.2: Playground Sign.** The Clerk reported that the playground sign had now been installed.
 - 4.3 **Minute 4.4: Voluntary Group System; Weobley Parish Council.** In Cllr Pickard's absence, this Item was not discussed.
 - 4.4 **Minute 4.10: Concrete Path to the Playground.** Cllr Collin said that she had been unable to contact Mr Fisher, whose quote had been accepted. Cllr Layton said that Mr Fisher was probably busy with hedge-cutting at this time of year.
 - 4.5 **Minute 5.1: Noticeboard on the Village Green.** Cllr Crane said that the water ingress would be addressed by the maker of the noticeboard.
 - 4.6 **Minute 5.2: North Hereford Hunt.** Cllr Collin said that she understood that a member of the Herefordshire Council Environmental Health team had visited the Hunt, and that one Hunt Master was no longer with the Hunt.
 - 4.7 **Minute 9: Noticeboard by the War Memorial.** Cllr Crane said that quotations had been obtained and that a quotation of £480 for the construction of the noticeboard had been accepted.
 - 4.8 **Minutes 14.2: C1125 Feasibility Study Design.** Cllr Harrington said that the design of the proposed pavement on the C1125 had been emailed to the Clerk and that specific plans had been prepared for, and would be sent by Balfour Beatty to, the individual householders affected by the proposal.
5. **Opportunity for Members of the Public to Address the Parish Council.**
 - 5.1 Mr Mike Darley asked Cllr Harrington about the bridge between the churchyard and the metal bridge. Mr Darley said that he understood that no date had been set for the bridge to be repaired and re-opened. Cllr Harrington said that he had no information about the bridge. Cllr Avery asked about improving the path alongside the field behind the Church, which is very muddy. Mr Darley suggested that wood chips be used, as are used extensively at Queenswood.
 - 5.2 Mr Darley asked Cllr Harrington about dog fouling. Cllr Harrington said that video evidence of dog fouling is insufficient for a prosecution, adding that he had asked enforcement officers to patrol.

5.3 Mr Darley said that he had won the award for Best Footpath Officer for the second year running. Cllr James-Moore - on behalf of the Parish Council - congratulated Mr Darley on his award.

6. **Precept Sub-Committee Report.** The Clerk reported that the Precept Sub-Committee had met to discuss the 2020-21 Precept, and had produced a spreadsheet showing projected income and expenditure for 2020-21, the conclusion from which was that the Precept should remain at the 2019-20 figure of £15,000. The Clerk displayed and explained the spreadsheet and, after discussion, it was agreed that a precept of £15,000 be requested from Herefordshire Council (Proposer; Cllr Tilford: Seconder; Cllr Layton). The Clerk was instructed to make the request. **ACTION: CS**

7. **Parish Council Representative at the Service of Remembrance.** Cllr Crane agreed to represent the Parish Council at the Service of Remembrance.

8. **Parish Summit Report.** The Clerk had circulated a Report on the Parish Summit Meeting, together with the slides produced by Herefordshire Council. There was no discussion of the Report, other than to agree Parish Council representatives at the forthcoming Neighbourhood Development Plan meeting in the Shire Hall.

9. **Public Open Spaces Grant.** Cllr Crane said that the grant was for equipment for maintaining public open spaces, but that it was difficult to see what equipment Bodenham Parish Council might use, where any equipment might be stored and how it might be maintained. Accordingly, Cllr Crane suggested, there seemed to be little point in the Parish Council pursuing the matter. This was agreed.

10. **Parish Tour Report.** The Clerk had circulated a report on the Parish Tour, which was displayed and discussed. The Clerk said that one outstanding issue was the ownership of the track running from the C1121 to Hen House farm and beyond. The Clerk said that he had written to the occupants of Hen House Farm about the matter. Cllr Harrington undertook to establish who owns the track where it meets the C1121 (which is where stones are regularly washed on to the road). Additional defects were mentioned, which the Clerk was instructed to report, namely: depressed kerbs in Ash Grove View (Cllr Avery), broken verge markers on the Maund Common road (Cllr Maxwell), and a broken grit bin in Hollybush Lane (Cllr James-Moore). **ACTION: CS**

11. **Litter Pick Shed Location.** The Clerk said that he had requested a litter pick storage shed, as had been offered by Balfour Beatty and would make the necessary arrangements once a location for the shed had been agreed. Cllr James-Moore wondered whether anywhere at the Parish Hall could be found. Cllr Layton said that he would investigate. Following a report by Cllr Collin of an incident she had been told about at the Parish Hall (for which there was photographic evidence), there was discussion about signs warning that CCTV was in operation. The Clerk was instructed to research such signs. **ACTION: RL and CS**

12. **Installation of Litter Bin.** The Clerk reported that he had taken delivery of the litter bin and a post for it for installation somewhere near Bodenham Primary School. Cllr Crane agreed to arrange a meeting at the School to find a suitable location. Cllrs Tilford and Maxwell said they would attend, and Cllr Layton said that he would install the bin once a location had been agreed. **ACTION: JC and RL**

13. **Playground Inspection.** The Clerk reported that the annual inspection of the Playground was due and that he had received an email from Kompan offering playground inspections. It was agreed that the Clerk should arrange an inspection from Kompan, given that Kompan had installed the Playground and that a defect had been reported to Kompan, which had not been repaired. **ACTION: CS**

14. **Finance**

14.1 **Monthly Accounts Statements.** The Clerk had circulated the monthly bank statement, the monthly accounts and spreadsheet. He explained the details of the accounts

and spreadsheet, which were then approved (Proposer; Cllr Tilford: Seconder; Cllr Morris). The accounts are attached as Annex A.

14.2 **Outstanding Invoices.** The following invoices were presented for payment:

- C D Smith (Clerk's expenses: stamps; Litter bin and post)	£181.26
- PKF Littlejohn LLP (Audit fee)	£360.00
- JACS (Road signs: delivery and installation)	£2256.48
- Mrs B A Mitcheson (BFPG expenses)	£70.00
- Mr Richard Morgan (Lengthsman's invoice 83 - for regular grass cutting)	£175.00
- Mr M Darley (Footpath Officer's invoice 394)	£235.00

14.3 The payment of the outstanding invoices was approved (Proposer; Cllr Tilford: Seconder; Cllr Crane).

15. **Planning.** The following planning application was considered:

- *192594: Church Cottage, Church Walk: Proposed single storey rear extension and pitched roof to existing garage (Amended application).* Cllr Tilford had circulated a planning statement about the amended application, in which he noted that the amended drawings are solely concerned with a lowering of the garage ridge height by 70cm. Cllr Harrington read an email from the planning officer to the effect that loss of view is not a consideration in determining planning applications. Cllr Tilford said that that was not referred to, but loss of light was a key issue highlighted in our report. The Parish Council's strong objection to the application was reiterated. In connection with the suggestion that the number of objections to a planning application was a material consideration in determining an application, Cllr Harrington said that Herefordshire Council's constitution implies this, but is badly worded.

- *193255: Bodenham Primary School: Proposal to fell one cupressus leylandii.* The Parish Council made no objection to this Application.

16. **Updates**

16.1 **Bodenham Flood Protection Group.**

16.1.1 The Clerk said that Mr Tony Mitcheson had sent a monthly report, which is attached as Annex B and was accepted by the Meeting.

16.1.2 Cllr Maxwell reported that the water level in the Moor Brook was not falling as quickly as it usually does, because the Brook cannot be cleared until the maize in the adjoining field has been cut, which would allow equipment to be moved into place. Cllr Maxwell said that the River Lugg Internal Drainage Board would address the clearing of the Brook when the maize has been cut. Cllr Layton said that he expected that the maize would be cut soon.

16.2 **Parish Hall.** Cllr Layton reported that;

- more bookings were needed;
- the curtains issue was unresolved;
- Flix was progressing well;
- the 100 Club had lost a few members, but was still profitable;
- the Quilting Exhibition had been a success, partly, it was believed, because of the advertising of the Exhibition on the gates on the A417.

17. **Correspondence Not Previously Circulated.** The Clerk reported that there had been no correspondence, which had not been circulated previously.

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

18.1 **District Councillor's Report.** Cllr Harrington said that:

- Mr John Mercer had agreed to future discussions about ceding land for the creation of a roundabout at the A49/A417 junction;
- proposals for the new footpath on the C1125 are progressing. See Minute 4.8 above;
- Herefordshire Council are considering the possibility of reintroducing funding for lengthsman;
- Herefordshire Council has adopted the proposals about sites for travellers;

- Herefordshire Council has decided to take its looked-after children's services back in house;
- Herefordshire Council will introduce a building programme for new council houses - funded by private sector borrowing. Cllr Collin asked Cllr Harrington about the volume of new council house building. Cllr Harrington said that Herefordshire Council owns little land, but some on Roman Road may be suitable. Cllr Harrington added that the exact number of new council houses is not yet known, but that it will be a significant amount.

18.2 Cllr Layton asked about the proposed new bypass around Hereford. Cllr Harrington said that it is widely agreed that a new river crossing is needed.

18.3 Cllr Avery reported that:

- two large fence posts in the Playground are rotten;
- effluent is leaking from a tank at Bodenham Court. The Clerk was instructed to report this. **ACTION: CS**
- hedges are overgrown in various places. The Clerk said that he had put an item in the *Newsletter* about this and had reported some overhanging hedges. Cllr Layton said that hedge cutting was now widely under way and that hedge growth had been exceptional this year.
- tree growth on the A417 was turning the road into a tunnel.

18.4 Cllr James-Moore proposed that a letter be sent to Mr Bruce Baker thanking him for his efforts in getting a new post box outside the England's Field development. The Clerk was instructed to send a letter. **ACTION: CS**

19. **Dates of the Next Meetings.**

19.1 The next Meetings are at 7.30pm on 4th November, 2nd December 2019 and 6th January 2020.

19.2 There being no other business, the Meeting closed at 9.35pm.

SEPTEMBER 2019 accounts**OPENING BALANCE on 16th AUGUST 2019 = £47216.77**

Date	Income	Expenditure	Comment
19th August 2019		£5660.40	A417 gates
20th August 2019		£56.76	HMRC (Clerk's PAYE)
30th August 2019		£13.50	BFPG room hire
2nd September 2019		£227.50	Clerk's salary
2nd September 2019		£30.95	Chairman's expenses
3rd September 2019		£50.00	Footpath Officer's invoice
4th September 2019	£40.00		<i>Newsletter</i> advertising
5th September 2019		£252.00	Telemetry maintenance
6th September 2019		£201.75	July/August <i>Newsletter</i>
6th September 2019		£201.75	September <i>Newsletter</i>
6th September 2019		£15.00	Clerk's expenses
9th September 2019		£35.96	BFPG sandbag cage membrane
9th September 2019		£30.00	BFPG empty sandbags
9th September 2019		£35.00	SID PDA repair
TOTALS	£40.00	£6810.57	

CLOSING BALANCE on 9th SEPTEMBER = (£47216.77 + £40.00 - £6810.57) = £40446.20



BODENHAM FLOOD PROTECTION GROUP REPORT
(7 OCTOBER 2019)

1. **Summary of the Past Month.** Apart from some rain, including the occasional thunderstorm, the weather over the past month has been unusually good and the flood risk correspondingly low.
2. **Monthly Meeting.** On Tuesday, 24 September 11 members attended the Group's monthly Meeting, attendance being somewhat depleted because of a clash with an unscheduled Gardening Club meeting.
3. **Bodenham Natural Flood Management (NFM) Project.** Mrs Beth Lewis, the Project Coordinator, contacted the Chairman during the month. However, this was simply to confirm that she would be asking Hydro-Logic to alter the proposed publicly available NFM Project Website so that it does not include the personal details of any BFPG members. At present there is no indication of when the amended website will become operational.
4. **The Moor Brook.**
 - a. On 27 September Mr Andrew Maxwell contacted both the Chairman and the Secretary to express concern that the level of the Moor Brook running through the garden of Brook House was unusually high and the flow very sluggish. The indications were that there was some kind of blockage further downstream and, with bad weather including Storm Lorenzo being forecast, this did not bode well.
 - b. The Moor Brook lies within the River Lugg Internal Drainage Board's area of responsibility and the Chairman therefore contacted Mr Les Harrison, the Board's Engineer. Mr Harrison visited Bodenham on 30 September and walked along the lower reaches of the Brook from the C1121 up to the field of maize West of Orchard Close. Mr Maxwell had done the same separately and, although the banks of the Brook obviously needed their annual clearance of vegetation, neither were able to identify a blockage on this stretch. The maize, however, prevented either of them from investigating the last section of the watercourse up to the C1125 where the problem would now seem to lie.
 - c. In separate conversations between the Chairman, Mr Harrison and Mr and Mrs Maxwell it was accepted that, with the key stretch of the Brook temporarily inaccessible, there is nothing immediate that can be done to resolve matters. However, it is hoped that the maize will be harvested within the next few weeks and, once that has happened, the Internal Drainage Board's contractors should be able to carry out their annual flailing of the banks of the Brook and deal with any blockage(s) that are found.

5. **Working Parties.**

a. There were two working party sessions in September. The first was on Friday, 6 September when 13 members met at Bodenham School car park and helped to re-bag damaged sandbags from both cages and replace the DPC lining the cages. They also covered with black DPC the Parish Council's stock of salt next to the cages and tidied the entire area, including where the grit bin stands.

b. The second session took place on Friday, 20 September when 16 members met at Brook House to help Mr and Mrs Maxwell clear their side channel and to enjoy the refreshments which they kindly provided afterwards. (This was before the issues with the main stream of the Brook became apparent).

6. **Spraying.** Over the past two months several local residents had expressed concern at the rate with which watercress had been re-colonising the Millcroft Brook. On Sunday, 15 September the Chairman therefore sprayed the watercress and mare's tail infestations in the watercourse from the Ketch Lane culverts up to the C1125 road bridge. The herbicide will take some time to act, but its effects should become evident by the middle of October.

7. **Future Working Parties.** A final working party session for this year has been provisionally planned to take place in October to help Mr and Mrs Schwartz by tackling vegetation in the watercourse outside Willow Cottage, Maund Bryan. The need for this session depends on a number of factors, such as whether or not the River Lugg Internal Drainage Board will have treated the stream by mid-October. A decision has therefore yet to be made.

8. **Social Calendar.**

a. The next event on the Group's social calendar is the **Annual Bonfire Party** which will be held at Millcroft Farm at 6.00pm on Saturday, 12 October. As always, attendance by Councillors will be most welcome.

b. The **Annual BFPG Quiz** will be held in the Parish Hall at 7.00pm on Friday, 29 November. Entry will be £5.00 per person and, as last year, participants are free to bring their own drinks and nibbles. Again, Councillors will be most welcome to attend, either individually or as a team.

c. The **Annual BFPG Coffee Morning** will be held in the Siward James Centre from 10.00am to 12.00 noon on Saturday, 8 February 2020.

K.A.M.