

BODENHAM PARISH COUNCIL

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

Present: Cllr Roger Austin, Cllr Alec Avery, Cllr Bob Clarke, Cllr Stan Davis, Cllr Les Herbert, Cllr Dennis Jackson, Cllr Pam James-Moore (Chair), Cllr Tony Mitcheson.

10 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.** Cllrs Clarke and Mitcheson declared an interest in Item 10 on the Agenda.
3. **Minutes of the Previous Meeting.** The previous Minutes were accepted as a correct record (Proposer; Cllr Mitcheson: Seconder; Cllr Davis).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 5.1: The Proposed Demolition of Bodenham Manor.** Mr William Heather-Hayes reported that he had purchased Bodenham Manor and had commenced work on restoring the stable buildings. He added that he had been required by the Herefordshire Council Conservation Officer to obtain a full survey of the main building at a cost of £6,500.
 - 4.2 **Minute 6.1: Bodenham Grain Store.** The Clerk reported that he had written to Mr Simon Wells about the dust blowing from the grain store on to adjacent properties, but had not received a reply. The Clerk was instructed to write to Mr Wells again. **ACTION: CS**
 - 4.3 **Minute 6.2: Playground Swing Bolts.** The Clerk reported that the Lengthsman had repaired the bolts on the swings at the playground. The Clerk was instructed to ask the Lengthsman whether a permanent solution could be found for the recurring problem.
ACTION: CS
 - 4.4 **Minute 6.3: Application to make England's Gate Inn an Asset of Community Value.** The Clerk reported that England's Gate Inn had been added to Herefordshire Council's list of Assets of Community Value.
 - 4.5 **Minutes 6.4: Defects in Millcroft Brook.** The Clerk reported that he had written to the occupiers of 22 Brockington Road and Brockington House about the defects at the rear of the properties to the bank of Millcroft Brook, but had received no reply from Brockington House, which he believed to be rented. The Clerk said that the owner of 22 Brockington Road had asked for further details about the defect to the rear of his property before making repairs.
ACTION: CS
 - 4.6 **Minute 6.5: Blocked Ditch in Chapel Lane.** The Clerk reported that he had contacted BT Openreach about the debris left in the ditch in Chapel Lane, but would need to contact them again, because they seemed unclear about the location of the debris.
ACTION: CS
 - 4.7 **Minute 7.7.2: Road Safety.** Cllr Mitcheson reported that he had contacted Westcotec to accept the quotation they had provided. He had explained to them that there was likely to be some delay in getting the SID bases installed and Westcotec had assured him that they would hold the quotation for as long as was required. He and the Clerk had contacted Mr Roger Sell at Balfour Beatty about supplying a suitable pole for the SID and installing bases, and were awaiting a reply. Cllr Clarke reported that Mr Sell had been ill recently, but was now back at work.
 - 4.8 **Minute 12.2: Parish Hall Report.** Mrs Gwen Bowden said that she was willing to give reports on the Parish Hall in the absence of Cllr Pollard.
 - 4.9 **Minute 12.3: Ketch Lane Sign.** The Clerk reported that he had asked the Lengthsman to cut back foliage obscuring the sign at the Millcroft Road end of Ketch Lane and that the work had been done.

4.10 **Minute 14.4: Parish Council Health Representative.** The Clerk reported that Mrs Gwen Bowden did not wish to act as Parish Council Health Representative, which, in her opinion, was a role for a councillor. Cllr James-Moore suggested that in future Councillors' Reports on the Parish Plan should only be an agenda item, if an issue arose. This was agreed.

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

5.1 Mrs Gwen Bowden reported that all notices had been removed from the noticeboard at the Chapel Lane bus shelter.

6. **Councillors' Reports on the Parish Plan.**

6.1 No reports were given. (See Minute 4.7 for a report on Road Safety. See also Minute 4.10).

7. **Ownership and Upkeep of the War Memorial.**

7.1 Cllr Davis said that the ownership of the War Memorial was unclear. Cllr James-Moore said that the Parish Council insures the War Memorial and includes it on its asset register, and, therefore, is deemed to own the Memorial.

7.2 Cllr Davis asked about the upkeep of the Memorial. Cllr Clarke asked whether any upkeep was needed now. Cllr Davis said that the whole Memorial needed attention. Cllr Mitcheson suggested that before the next Meeting all councillors should inspect the Memorial and that the matter should be discussed at the next meeting. **ACTION: ALL**

8. **The Precept.** The Clerk reported that he had circulated a letter from Herefordshire Council about the Precept for 2016-17, to which he was required to reply by 31st December. Cllr Mitcheson said that aspects of the letter were unclear and seemed to imply that, if it wished, Bodenham Parish Council could spend money on facilities or services outside the Parish, if Bodenham residents used them. The Clerk said that he had requested clarification from Herefordshire Council, but had received no reply, but would ask again. **ACTION: CS**

9. **Proposal for a Community Governance Review.** The Clerk reported that a letter had been circulated about a proposal to conduct a community governance review, to which a reply was needed by 30th September. Cllr Mitcheson said that, given that there was no suggestion that the parish boundary or any other relevant aspect of parish governance needed reform, there was no need for such a review to include Bodenham. This was agreed unanimously. The Clerk was instructed to reply to Herefordshire Council to this effect. **ACTION: CS**

10. **Finance**

10.1 **Monthly Accounts.** The Clerk confirmed that the accounts had been circulated as a spreadsheet. The accounts were approved (Proposer; Cllr Herbert; Seconder; Cllr Davis), and are attached as Annex A.

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

· Clerk's expenses (stamps, cartridges)	£19.48
· C J Townsend Ltd. (SID repair)	£7.50
· Mrs Babs Mitcheson (cartridges for BFPG)	£35.00
· Grant Thornton plc (audit fee)	£150.00
· DC Gardening Services (Lengthsman's invoice)	£192.00
· Leominster Community Resource Centre (September <i>Newsletter</i>)	£185.00

11. **Planning**

11.1 The following planning applications were considered:

- **151055: Land Opposite England's Gate Inn: Reserved Matters for Construction of 40 new Dwellings with Associated Infrastructure.** Cllr Mitcheson reminded Councillors that Mr David Tilford had produced a planning statement, which had concluded by saying that the changes which had been made to the application were minor, but the larger issues of surface water drainage and sewerage had not been properly addressed. Cllr Mitcheson suggested that the Parish Council's response should consist of an anonymised version of Mr Tilford's statement.

This was agreed. Cllr Mitcheson said that he would send his own personal response to the Planning Office and urged councillors and members of the public to do likewise.

- **152189: Land Associated with Lower Venn Farm: Proposed Development of a Solar Farm and Associated Infrastructure.** No objection was made to this application, but Cllr Clarke asked that the Parish Council be given details of any Section 106 agreement within the application. The Clerk was instructed to ask for this. **ACTION: CS**

- **152322: Tan Y Bryn: Works to trees.** The Clerk reported that a 'no objection' response had been made prior to the Meeting. This response was ratified by the Parish Council.

- **152277: Broadfield Court: Proposed Anaerobic Digestion Facility, including Digester, Digestate Storage Tank, CHP unit and Associated Infrastructure.** Mr Mark James gave details of the proposal. He said that the dairy herd at the farm was being replaced by beef cattle, which would mean that there would be less farm traffic than now, because no milk would be collected and there would be fewer feed deliveries. He added that the anaerobic digestion facility would create no additional odour nuisance. The Parish Council resolved to make no objection to the application (Proposer; Cllr Clarke: Seconder; Cllr Herbert).

- **152415: Land at Wynmoor: Proposed Site for two Dwellings.** Cllr James-More read letters of objection from Mr and Mrs Terry, Mr and Mrs Butcher, and Mr and Mrs Bowden. Cllr Clarke said that he had spoken to the owners of 'Wynmoor', who had told him that they wished to retain Wynmoor and to build one two-bedroomed bungalow and one three-bedroomed bungalow to the rear of it. A member of the public said that he had sold land for an entrance to be made to the site from Brockington Road, but had done so on the basis of the entrance being to a development consisting of one bungalow only. Cllr Avery said that the size of the plot was sufficient for only two dwellings, i.e. 'Wynmoor' and one other. Cllr Mitcheson suggested that the Parish Council should object on the grounds of density, sewerage and insufficient detail about the type and style of the proposed dwellings. This was agreed unanimously.

- **152478: Park House, Pencombe: "Propose to Extend Garage and Form Home office in Roof Space".** The Parish Council made no objection to this application.

12. Updates.

12.1 **Bodenham Flood Protection Group.** Cllr Mitcheson gave a report, which is attached as Annex B. Cllr Austin asked whether the Parish Council could make a donation to the BFPG in recognition of its QAVS award. Cllr Mitcheson thanked Cllr Austin for the suggestion, but thought that it would be inappropriate for the Parish Council to use public money in this way.

12.2 Parish Hall.

12.2.1 In Cllr Pollard's absence Mrs Gwen Bowden reported that:

- the Parish Hall Committee had been saddened to hear of the deaths of Chris and Mike James, who ran Bodenham's 'Flicks in the Sticks' for many years;
- the wi-fi had been removed from the Parish Hall, because of the relative expense compared to the usage;
- the "loo project" has been "paused"
- replacing the main door is a top priority
- the Committee would make no charge for the use of the Hall for the BFPG's QAVS presentation ceremony.

12.2.2 Cllr Clarke reported that two long-term hirers of the Parish Hall had ended their contracts. He reminded the Meeting that he would cease to be Parish Hall Treasurer on 31st December and that, as yet, no replacement had been found.

12.3 **Lengthsman.** The Clerk said that he had nothing to report.

12.4 **Neighbourhood Plan.** Cllr Mitcheson said that the Herefordshire Core Strategy and the decisions on the Bovis and Bell Homes planning applications were all awaited, before work on the Neighbourhood Plan could be resumed.

13. **Correspondence Not Previously Circulated.**

13.1 Cllr James-Moore reported that a letter had been received from Mr Steve Lloyd about Hereford Sailing Club's activities on the Lake. Cllr Jackson said that more information was needed before the matter could be discussed properly. The Clerk was instructed to write to New Leaf, Herefordshire wildlife Trust and Herefordshire Council to ask what their understanding of both the current licensing arrangements and the future plans were for sailing at the Lake. **ACTION: CS**

14. **Other Business.**

14.1. No other business was raised at the Meeting.

15. **Date of Next Meeting.**

15.1 The next Meetings will be held on 5th October, 2nd November and 7th December.

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

	Apr	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar
TOTAL PC Expenditure	- 192.11	- 2,030.29	- 3,881.75	- 1,170.24	1,319.88	- 910.69	- 920.09	-770.09	- 1,469.92	-720.09	- 1,920.09	- 10,920.09
PC Closing Balance	23,962.70	22,850.66	19,498.83	18,378.59	18,031.20	23,110.76	22,430.91	22,926.07	22,071.31	21,591.46	20,936.62	10,256.78
BFPG Opening Balance	3,455.57	3,403.07	3,415.07	3,305.44	3,275.94	3,338.12	3,308.62	3,279.12	3,599.62	3,570.12	3,540.62	3,861.12
BFPG Income		30.00			91.68			350.00			350.00	
BFPG Expenditure	-52.50	-18.00	-109.63	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50	-29.50
BFPG Closing Balance	3,403.07	3,415.07	3,305.44	3,275.94	3,338.12	3,308.62	3,279.12	3,599.62	3,570.12	3,540.62	3,861.12	3,831.62
N Plan Opening Balance	0.00	0.00	0.00	0.00	336.00	336.00	336.00	336.00	0.00	0.00	0.00	0.00
N Plan Income												
N Plan Expenditure				336.00								
N Plan Closing Balance	0.00	0.00	0.00	336.00	336.00	336.00	336.00	336.00	0.00	0.00	0.00	0.00
Defibrillator Fund Opening Balance	- 633.22	-633.22	-583.22	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72
D Fund income		50.00	7.50									
D Fund expenditure			396.00									
Defibrillator Fund Closing Balance	- 633.22	-583.22	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72	-179.72
LADY Close Orchard	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00	158.00
Bodenham LHG	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00
Total Sub-Accounts Balance	3,117.85	3,179.85	3,473.72	3,780.22	3,842.40	3,812.90	3,783.40	4,103.90	3,738.40	3,708.90	4,029.40	3,999.90
Total Closing Balance	27,080.55	26,030.51	22,972.55	22,158.81	21,873.60	26,923.66	26,214.31	27,029.97	25,809.71	25,300.36	24,966.02	14,256.68



BODENHAM FLOOD PROTECTION GROUP REPORT **(7 SEPTEMBER 2015)**

1. **Summary of the Past Month.** Despite some recent thunderstorms and rain, the effect on water levels has been minimal; in the Millcroft Brook the telemetry system has shown no more than a brief 8 inch rise at most.
2. **Monthly Meeting.** Our Meeting on Tuesday, 25 August was attended by 29 members. It was our AGM, the seventh since the formation of the Bodenham Flood Protection Group, or the eighth if the inaugural Meeting is included. The annual election of Committee members and Area Representatives took place. All those in post agreed to continue for another year and there were no new nominations, so the list of those filling appointments remained unchanged. No amendments to the Constitution were proposed.
3. **The Queen's Award for Voluntary Service (QAVS).**
 - a. Preparations for the presentation of the Queen's Award for Voluntary Service have started. We have been liaising with the Lieutenancy Office and two members of the Office will be visiting us at the end of this month in order to see the Parish Hall, to provide advice and ultimately to approve our proposals for the ceremony and the reception afterwards.
 - b. The funding of the Presentation was discussed at the Group's last Meeting and it has been made clear that, since the BFPG's normal funds are public money donated to support the Group's work, they cannot be used to pay for the reception. Donations have therefore been invited and, although several generous contributions have already been received, it is hoped that more will be forthcoming.
4. **Flood Resilience at a Community Level in the United Kingdom and the Netherlands.**
 - a. We have been sent a progress report on the project being conducted by Mr Steven Forrest, a PhD researcher at the University of Groningen, into the different approaches to achieving flood resilience in England and the Netherlands.
 - b. The UK has recently seen a great increase in the number of flood action groups, whereas in the Netherlands none at all exist. Mr Forrest suggests some possible reasons for this apparently strange situation. For example, in the Netherlands flood action groups were set up by monks and farmers as long ago as the 13th Century and over time these have become institutionalized as government water boards with the power to levy taxes. In the Netherlands the constitution places a responsibility on the Government to 'keep its citizens' feet dry',

whereas in the UK the Government has no such formal obligation. As a result, while in the UK recent floods have attracted great media interest and public concern, in the Netherlands there is currently high public trust in the government water boards, matched by a low level of flood risk awareness.

5. **Working Parties.**

a. **Friday, 7 August 2015.** Sixteen members took part and finished clearing the Orchard Close drainage system down to the Moor Brook flap valve. This was greatly aided by the spraying which Mr Stephens had carried out earlier in the year since this meant that the ditch was fairly clear and the main tasks now were trimming the hedges and removing debris. The session was followed by refreshments kindly provided by Mr and Mrs Stephens at their house.

b. **Friday 21 August 2015.** Twelve members volunteered for the session and, while Mr Stephens and Mr Clark spent some time trying to clear the Moor Brook flap valve, the majority tackled the task of checking the stock of sandbags at the Parish Hall. A large number of these had degraded and were replaced. Once again Mr and Mrs Stephens very generously provided everyone present with refreshments, this time *al fresco* at the Parish Hall.

c. **Friday, 4 September 2015.** Mr Stephens, Mr Clark and Cllr Avery took a pump down to the Moor Brook culvert and succeeded in jetting much of the debris out of it. However, some debris remains in the culvert and this will be cleared at the next session on Friday 18 September. Meanwhile, other members of the Group checked and repaired the sandbags at Hamwyn Joinery and in the cages at Chapel Lane and Siward James, as well as transporting sandbags to residents in Bodenham Moor and in Maund Bryan who had requested them.

6. **Sandbag Stocks.** So many sandbags have degraded over the past year that we have exhausted our stock of empty bags. We have therefore asked the Locality Steward for 200 more empty sandbags, together with 50 filled bags to replace those recently distributed.

7. **Future Social Events.** As always Councillors are most welcome to attend the following events:

a. **Annual Bonfire Party.** The annual Bonfire Party will be held on Saturday, 3 October at Millcroft Farm, starting at 6.00pm.

b. **Annual Quiz Night.** The Annual Quiz Night will be held in the Parish Hall on Friday, 27 November 2015.

K.A.M.