

**BODENHAM PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT THE SIWARD JAMES CENTRE  
at 7.30 pm on Monday, 9th January 2016**

**Present:** Cllr Alec Avery                      Cllr Tony Clark                      Cllr Dennis Jackson  
Cllr Pam James-Moore Cllr Richard Layton      Cllr Tony Mitcheson      Cllr David Tilford

District Cllr Bruce Baker was also present

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

1. **Apologies for Absence.** Apologies for absence were received from Cllr Jim Crane.
2. **Declarations of Interest.** Cllr Mitcheson declared an interest in Item 14.2.
3. **Resignation of Cllr Stan Davis.** Cllr James-Moore began the Meeting by saying that the Clerk had received a letter of resignation from Cllr Stan Davis, which she then read to members. She and other Councillors expressed their sadness that Cllr Davis had resigned and paid tribute to him for more than 30 years of service on the Parish Council. The Clerk was instructed to write to Cllr Davis accordingly. **ACTION: CS**
4. **Minutes of the Previous Meeting.** The Minutes of the previous Meeting were accepted as a correct record (Proposer; Cllr Tilford: Seconder; Cllr Clark).
5. **Matters Arising from the Minutes.**
  - 5.1 **Minute 4.1: Defibrillator.** The Clerk reported that he had contacted Mr Tom Dines of T Dines (Electrical) after the December Meeting about the installation of the defibrillator, and that Mr Dines had said that he would install it as soon as possible in the new year.
  - 5.2 **Minutes 4.3: The Wood House Lane/ A417 Junction.** Cllr James-Moore confirmed that she had sent details of the problem to Herefordshire Council *via* Balfour Beatty Living Places, and that Herefordshire Council had agreed to fund a fence to replace the hedge. She said that she had informed Mr Melville-Smith - the property owner - and had asked him to confirm in writing that he accepted the offer from Herefordshire Council. She reported that Mr Melville-Smith had asked for the whole of the hedge to be removed, and that she had then informed Cllr Baker, who, in turn, had informed the then Locality Steward, Mrs Donna Tregenza. Cllr Baker said that he had asked both Mrs Tregenza and the new Locality Steward, Mr James Howell, for feedback about the issue, but Mr Howell had replied that he knew nothing about it. Cllr Baker said that he had then asked Mrs Tregenza to brief Mr Howell. Cllr Baker suggested that the Clerk should write to both Mrs Tregenza and Mr Howell about the matter. This was agreed. **ACTION:CS**
  - 5.3 **Minute 4.5: Lengthsman Update.** The Clerk reported that he had submitted an application for funding for the Lengthsman and the Footpath Officer by the deadline of 31<sup>st</sup> December.
  - 5.4 **Minute 6.2: Discussion with the Locality Steward.** The Clerk reported that he had written to Mrs Tregenza as instructed.
  - 5.5 **The Early Warning Telemetry System.** The Clerk reported that he had not yet sent a purchase order to Isodaq Technology for its annual support package. Cllr Mitcheson said that the purchase order had to be sent by the end of April. The Clerk was instructed to send the purchase order as soon as possible. **ACTION: CS**
  - 5.6 **Vacancy on the Parish Council.** The Clerk reported that notices had been posted on all noticeboards advertising the vacancy on the Parish Council, and that the deadline for nominations was 15th January.

5.7 **Allowances Scheme for Parish Councillors.** The Clerk reported that he had replied to Herefordshire Council, as requested, to the effect that the Parish Council would not pay allowances to councillors.

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

6.1 Mrs Gwen Bowden asked who was responsible for tidying the bus shelters. The Clerk reported that he asked the Lengthsman to tidy the bus shelters, when necessary. The Clerk was instructed to ask the Lengthsman again. **ACTION: CS**

6.2 Mrs Bowden asked about the state of the white lines on the C1125 between Bodenham and Hereford. Cllr Baker said that he was unsure about where responsibility lay for white lining on 'C' roads. Cllr Tilford said that Herefordshire Council was responsible. Cllr Baker said that he would check what the situation was. **ACTION: BB**

6.3 Mrs Liz Davies reported that many residents had received a leaflet about a social network scheme called 'Nextdoor', but were unsure about its nature and legitimacy. Cllr Tilford said that the scheme was legitimate, had been set up in other parts of the country and was similar in concept to Neighbourhood Watch.

6.4 Mrs Anne Stevens reported that the white 'SLOW' sign on the A417 near Woodhouse Lane was very faint and that the 'Concealed Entrance' sign was not very obvious. Cllr Baker said that the 'SLOW' sign had recently been repainted and that the 'Concealed Entrance' sign complied with regulations.

6.5 Mrs Liz Davies asked about the hedge on the C1125. The Clerk repeated the history of unfulfilled promises he had been given by the former Locality Steward about the hedge and said that the matter would be discussed with the new Locality Steward on the next Parish Walk.

6.6 Mrs Gwen Bowden reported that there was some fly tipping in Smeadal's Lane. The Clerk agreed to tell Mrs Bowden how fly tipping can be reported. **ACTION: CS**

7. **Open Spaces Grant.** Speaking on behalf of Cllr Crane in the latter's absence, Cllr Mitcheson said that Cllr Crane would give a full report on the Open Spaces Project at the next Meeting.

8. **Defibrillator Training.** The Clerk reported that a session for training in using the new defibrillator would be arranged with the West Midlands Ambulance Service as soon as the defibrillator has been installed at the Parish Hall.

9. **The 427 Bus Service Commitment.** The Clerk reported that he had received emails to the effect that the 427 Friday bus service to Leominster has been well supported and that the Parish Council's 6-month commitment to underwrite part of any shortfall in revenue had not been called upon. The commitment now needed to be renewed for the service to continue. The renewal was agreed (Proposer; Cllr Tilford: Seconder; Cllr Clark).

10. **Dog Fouling at Bodenham Lake.**

10.1 Mr Marc Willimont - Head of Regulatory and Development Management Services at Herefordshire Council - attended the Meeting. He noted that concerns had been raised with Herefordshire Council about an increase in dog fouling at Bodenham Lake. There was a suggestion that this might have arisen because the introduction of car parking charges at Queenswood might have prompted dog owners to visit the Lake instead. He understood that there were several dog litter bins at the Lake and this should provide dog walkers the necessary disposal facility. Cllr Layton asked how often the bins are emptied. Cllr Clark said that both Mr Trevor Hulme, the Herefordshire Wildlife Trust Steward, and a local resident empty the bins regularly. Mr Hulme had indicated that the Trust was trying to appoint volunteer wardens to empty the bins.

10.2 Mr Willimont said that the community protection officers at Herefordshire Council could act on any information received about dog fouling, but were very much dependent on receiving details of the most likely times and days when offences occurred and identification of regular offenders amongst dog owners. The Clerk asked Mr Willimont about the relative responsibilities of Herefordshire Council and Herefordshire Wildlife Trust & New Leaf

Community Interest Company (CIC). Mr Willimont said that the CIC was a not-for-profit charity to which Herefordshire Council had recently leased the Bodenham Lakes and Queenswood, so they now have responsibility for the Lake, but Herefordshire Council retain the enforcement responsibility. He undertook to contact the CIC and advise them of the local complaints concerning dog fouling and enquire about the suitability of the bin sizes and locations, as well as the frequency of their emptying. He would report back to the Parish Council once he had received a response from the CIC.

11. **Footpath BM28.** The Clerk reported that he had circulated emails and photographs from Mr Mike Darley, the Footpath Officer, about gates on BM28, the re-opened bridleway between Bodenham and Preston Wynne. The Clerk further reported that Mr Darley had quoted £80 for the repair of a metal gate on the bridleway in order to make it more rider-friendly. Mr Darley's quotation was accepted (Proposer; Cllr Tilford: Seconder; Cllr Mitcheson), but the Clerk was instructed to clarify with Mr Darley what, if anything, he was proposing to do with a wooden gate, which he had also photographed. **ACTION: CS**

12. **The Marches Freight Strategy.** The Clerk reported that he had collated responses to the questionnaire about the Marches Freight Strategy and had circulated the final version, which, if ratified, he would submit to Herefordshire Council. Cllr Mitcheson proposed and Cllr Tilford seconded that the response be approved and submitted. This was agreed unanimously. **ACTION: CS**

13. **Consultation on Herefordshire Council's Local Flood Risk Management Strategy.** Cllr Mitcheson said that a response was due by 30th January and that he was coordinating separate responses from the Parish Council and Bodenham Flood Protection Group. He would circulate a draft response from the Parish Council and would act on any comments received.

14. **Finance.**

14.1 **Monthly Accounts.** The Clerk presented the monthly accounts and improved spreadsheet. Cllr Mitcheson proposed and Cllr Tilford seconded that the monthly accounts be accepted. The accounts are attached as Annex A.

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

- Clerk's expenses (printer paper and cartridges, stamps)	£22.47
- Leominster Community Resource Centre (December/January Newsletter)	£211.00
- Mrs Babs Mitcheson (installation and keys for storage container)	£123.20
- Siward James and Arkwright Trust (BFPG meetings room hire)	£9.00
- Siward James and Arkwright Trust (PC meetings room hire)	£56.25
- Bodenham Parish Hall (Room hire - litter pick and hire of common room)	£40.00
- DC Gardening Services (Lengthsman's December invoice)	£96.00

14.3 Cllr Clark requested that the itemised details of the Lengthsman's work be circulated to councillors. The Clerk was instructed to do this. **ACTION: CS**

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

- **163893: Land adjacent to Stoneleigh.** *Variation of Condition 2 151651/F (3 detached residential dwellings with garages - Plot 3 House and garage revised).* Cllr Tilford explained that the proposed changes are minor, involving mainly a change in builder, changes to window design and the garage being moved slightly. Cllr James-Moore said that Western Power had asked the owners of the nearby Brook House about running power cables either over or under their land, and that the matter had now been resolved. However, Cllr James-Moore added, the owners of Brook House were concerned about the increased visibility of their property from the C1125 following the removal of part of the hedge on that road. Cllr Tilford suggested that the Parish Council should write to Herefordshire Council about this, and offered to draft a response for the Clerk to send. Cllr Tilford proposed and

Cllr Jackson seconded that the Parish Council make no objection to the application. The proposal was accepted unanimously. **ACTION DT and CS**

- **163958: Burling Gate Farm, Marden.** *Proposed retention of mobile home and change of use of 0.16 hectares of land back to agricultural use and the erection of an agricultural building.* Cllr Tilford said that a previous application for vehicle and caravan storage had been approved in 2006. Cllr Tilford proposed and Cllr Layton seconded that the Parish Council make no objection to the application. The proposal was accepted unanimously.

**ACTION: CS**

16. **Updates.**

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

16.2 **Parish Hall.** Cllr Layton said that he had no report to make, because no meeting of the Parish hall Management Committee had taken place since the last Parish Council Meeting. He noted that the next Parish Hall Management Committee Meeting was scheduled for 11th January.

16.3 **Lengthsman.** See Minutes 5.3, 6.1 and 14.2 above and Annex A.

16.4 **Neighbourhood Plan.** Cllr Mitcheson reported that the Steering Group had held a working meeting on 12 December to draft the Parish Council's replies to the more than 60 responses which had been received to the Neighbourhood Plan Consultation. He and Cllr Tilford were continuing to draft the required Consultation Statement which would contain the Parish Council's replies to each of the comments received.

17. **Correspondence Not Previously Circulated.** The Clerk reported that the latest edition of *Clerks and Councils Direct* had been received and had been passed to Cllr Mitcheson.

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

18.1 Cllr Baker reported that he had replied to an email he had received from Balfours Estate Agents about the caravan site being constructed on the C1125 South of Rowberry Lane. Cllr Baker further reported that:

- he had completed his Report for the next Bodenham *Newsletter*;
- free wi-fi is now available in the centre of Hereford;
- Fastershire's work is progressing in the North of the County;
- the funding for the construction of the bypass around Hereford has not yet been approved;
- Herefordshire Council has had to make savings amounting to £87m between 2010 and 2020;
- the Herefordshire Council website is being updated.

18.2 Cllr Avery asked about the new City Link Road. Cllr Baker said that the aim was to improve access to the south side of Hereford and to free up land for housing. In addition, a new transport hub would be created at the railway station, which will involve the existing bus station being moved and located there.

18.3 Cllr James-Moore noted that Mrs Babs Mitcheson had been awarded the British Empire Medal in the New Year Honours List for services to the community. It was agreed that the Clerk should write offering the Parish Council's congratulations. **ACTION: CS**

19. **Date of Next Meeting.**

19.1 The next Meetings will be held on Mondays 6th February and 6th March.

19.2 There being no other business, the Meeting closed at 8.50pm.

December 2016 accounts

OPENING BALANCE on NOVEMBER 18th = £31349.12

Date	Income	Expenditure	Comment
21st November 2016		£37.84	Clerk's PAYE
21st November 2016		£15.75	BFPG room hire
21st November 2016		£58.50	Parish Council meetings room hire
22nd November 2016		£500.00	De fibrillator purchase
30th November 2016		£151.67	Clerk's salary
30th November 2016	£277.00		BFPG Quiz income
2nd December 2016		£24.25	Parish Hall room hire for NDP
2nd December 2016	£485.00		Solar farm payment
6th December 2016	£265.00		Newsletter advertising
12th December 2016	£80.00		Newsletter advertising
12th December 2016	£374.91		Parish Hall loan repayment
13th December 2016		£14.98	Ordnance Survey maps for NDP
13th December 2016		£29.00	Clerk's expenses
13th December 2016		£288.00	Website hosting and name registration
13th December 2016		£1250.00	Sandbag container
TOTALS	£1481.91	£2369.99	

CLOSING BALANCE on 13th DECEMBER = (£31349.12 + £1481.91 - £2369.99) = £30461.04



**BODENHAM FLOOD PROTECTION GROUP REPORT**  
**(9 JANUARY 2017)**

1. **Summary of the Past Month.**

a. The weather has been unusually dry for the time of year, with most of the storms striking Scotland and the North of England rather than the West Midlands. As a result there were no occasions during the past month when flooding has been a cause for concern.

b. The main item of news has been the award in the New Year Honours List of a well-deserved BEM for services to the community to Mrs Babs Mitcheson, who has been the BFPG's Secretary since its formation. The BEM will be presented by the Lord Lieutenant at a date yet to be decided.

2. **Monthly Meeting.** As is customary, there was no monthly Meeting in December.

3. **Sandbag Protection.** The second-hand 8' x 10' container for the storage of sandbags was delivered and installed at the Parish Hall on 6 December as planned and the 216 sandbags stored in the open behind the Hall were moved into container on 20 December. The next task will be to paint the container to protect it from rust and to allow it to blend better into its surroundings, but this task will have to wait until warmer weather next spring.

4. **Consultation on the Local Flood Risk Management Strategy.** Work has continued on the Consultation on Herefordshire Council's Local Flood Risk Management Strategy. A draft response is being prepared and will be circulated for comment out of committee. Any comments will be most welcome so long as they are received in time for the response to meet the 30 January 2017 deadline.

5. **Software Application for Flood Data Integration.**

a. On 5 December the Secretary received an e-mail from Stonehaven Technology Limited, a company based at the University of Essex's Colchester Campus. They asked us to try out a software application which they had developed and which they believe would be "effective in giving the right information to the right people in a dynamic flood situation" by integrating together all the up to date flood-related data applicable to the user's location. These data are available from many different sources, such as local river gauges, flood risk maps, Environment Agency flood alerts, local weather forecasts, etc. and we already use them all the time. The potential advantage of the application is that they can all be accessed from one place and related to each other. For example, river flood risk maps and surface water flood risk maps can be combined and/or rain gauge locations can be superimposed on them, and so on.

b. Given that the request was received just before Christmas, it was not possible to give the application an extensive trial, but the Chairman tried it out and responded to the Company with his comments. In essence, these were that the application was a good idea which needed further development and was likely to be of greatest use to individual users unfamiliar with the flood-risk data resources available, rather than to individuals and groups who monitored these resources all the time.

c. To date there has been no acknowledgement of this response or indication of the Company's plans for the future of the application.

6. **Annual Coffee Morning**. The next event on the BFPG 's social calendar is the annual Coffee Morning, which will take place at Siward James on Saturday, 4 February 2017 from 10.00am to noon. The posters and flyers will be out around the Village very shortly and details have already been published on the Parish Website and in the *Newsletter*. It goes without saying that everybody, and especially Councillors, will be most welcome to attend.

K.A.M.