

**BODENHAM PARISH COUNCIL**

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

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

District Councillor Bruce Baker was also in attendance.

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

1. **Apologies for Absence.** Apologies for absence were received from Cllr Richard Layton.
2. **Declarations of Interest.** Cllr Mitcheson declared an interest in Item 10 on the Agenda.
3. **Minutes of the Previous Meeting.** The Clerk reported that a grammatical error should be corrected in Minute 5.5 and that Minute 10 should be amended to name Cllr Crane rather than Cllr Clark as speaking on the issue of car parking. The previous Minutes were then accepted as a correct record (Proposer; Cllr Mitcheson: Seconder; Cllr Tilford).
4. **Matters Arising from the Minutes.**
  - 4.1 **Minute 5.1.** Cllr Tilford reported that he had had an acknowledgement of his email to Mr John Clark of Herefordshire Wildlife Trust about designating Bodenham Lake as a Local Nature Reserve.
  - 4.2 **Minutes 5.2.** The Clerk reported that he had not managed to contact Mr Derek Pritchard to obtain a quotation from him for slabbing around the bus stop opposite Chapel Lane. **ACTION: CS**
  - 4.3 **Minute 5.3.** Cllr Crane asked about the hedge at the rear of 23, Brockington Road which overhangs on to the C1125 and which has not been cut back. The Clerk said he understood that the Locality Steward was dealing with the matter, but would contact her again. (See also Minute 5.2 below). **ACTION: CS**
  - 4.4 **Minute 6.1.** Cllr James-Moore reported that bridleway BM26 was to be widened by cutting back the hedge, but that the trees would not be removed. She also said that the Footpath Officer would repair the collapsed edge of the bridleway.
  - 4.5 **Minute 6.2.** The Clerk was instructed to ask the Lengthsman again about removing the grass in the playground. **ACTION: CS**
  - 4.6 **Minute 6.5.** The Clerk reported that the broken drain cover in the verge at the foot of Godalmighty Hill had been repaired, but that the metal drain cover in Church Road near the War Memorial had not been put back in place. The Clerk was instructed to contact the Locality Steward about this. **ACTION: CS**
  - 4.7 **Minute 11.** The Clerk reported that he had contacted the Safer Roads Partnership about increasing surveillance on the A417.
  - 4.8 **Minute 12.** The Clerk reported that the dog fouling signs had been purchased and passed to Cllr Tilford, who had put one at the Parish Hall. Cllr James-Moore suggested putting one at the Lake. Cllr Tilford agreed to speak to Herefordshire Wildlife Trust/New Leaf about this. **ACTION: DT**
  - 4.9 **Minute 15.** The Clerk reported that Mr Paul Hemming had agreed to act as Internal Auditor. See also Item 10.1 below.
5. **Opportunity for Members of the Public to Address the Parish Council.**
  - 5.1 Mrs Gwen Bowden asked whether a timetable could be provided by the North Herefordshire Hunt for the walking of the hounds, which was likely to begin shortly. The Clerk was instructed to pursue the matter. **ACTION: CS**

5.2 Mrs Liz Davies asked about the hedge along the C1125 between the Surgery and Millcroft Road and, in particular, behind 23, Brockington Road. The Clerk said that the Locality Steward was aware of the matter, but he would contact her again. **ACTION: CS**

5.3 Mrs Kathy Tremain asked about the mirror at the end of Wood House Lane and the overhanging hedge at the house on the corner. Cllr Baker said that there is a dry stone wall inside the hedge to which the hedge should be cut back, but the owners had not been co-operative. Cllr Baker said that he had spoken to the Highways Department at Herefordshire Council and that the Locality Steward has looked at the hedge. Cllr Baker said that he would look at the hedge again. The Clerk was instructed to contact the Locality Steward about the matter. **ACTION: CS**

5.4 Mrs Tremain asked about the stile on footpath BM13 at the rear of Wynmoor. The Clerk said that the stile was on the Footpath Officer's list of repairs to be completed.

6. **Date of Next Litter Pick.** Cllr James-Moore said that the last autumn litter pick had been held on 7 November 2015. After discussion, it was agreed that the most suitable date for the next litter pick was Saturday, 19th November. The Clerk was instructed to check the availability on that date of Mrs Babs Mitcheson, Mr Jeff Pollard and Mrs Lyn Pollard.

**ACTION: CS**

7. **Parish Council Insurance.**

The Clerk had circulated details of the renewal notice for the Parish Council's insurance policy, which offered either a one-, two- or three-year arrangement. Cllr Mitcheson said that the policy did not appear to include cover for the Bodenham Flood Protection Group's activities. He also questioned whether local residents engaged on other Parish Council sponsored events, such as litter picks, would be covered. Cllr Crane said that including such cover was likely to be very expensive. Cllr Mitcheson suggested that the legality of asking litter pick volunteers to sign a disclaimer before participating in the activity should be investigated. Cllr Tilford observed that the National Association of Local Councils could offer specialist advice about insurance. Cllr Avery suggested accepting the one-year arrangement. Cllr Crane proposed and Cllr Tilford seconded that Cllr Avery's suggestion be adopted and that a sub-committee be formed to look at the issues raised by Cllr Mitcheson.

**ACTIONS: CS and COUNCILLORS**

8. **Invitation to Bill Wiggin MP to Meet the BFPG.** Cllr Tilford said that Mr Wiggin had spoken highly of the BFPG, so perhaps the BFPG might invite Mr Wiggin to watch a working party in action. Cllr Jackson proposed and Cllr Avery seconded that the Chairman of the Parish Council should write to Mr Wiggin with dates of future Friday evening working party sessions. This was agreed unanimously. The Clerk was instructed to ask Cllr Mitcheson for a list of dates.

**ACTION: CS**

9. **Solar Farm Parish Benefits.** Cllr James-Moore explained that NE4tw had proposed a 60/40 split in the parish benefits rather than Marden PC's proposal of 70/30 or Bodenham PC's proposal of 50/50. Cllr Tilford said that no better offer could be obtained. It was agreed that the Clerk should accept the offer on the Parish Council's behalf and should ask about the related offer to install solar panels on the roof of the Parish Hall.

**ACTION: CS**

10. **Finance**

10.1 **Annual Audit.** The Clerk had circulated the internally audited figures, which were approved (Proposer; Cllr Tilford: Secunder; Cllr Crane).

10.2 **Monthly Accounts.** The Clerk presented the monthly accounts which are attached as Annex A. Cllr Tilford proposed and Cllr Mitcheson seconded that the annual accounts be accepted. This was agreed unanimously.

10.3 **Outstanding invoices.** It was agreed that the following invoices be paid (Proposer; Cllr Tilford: Secunder; Cllr Austin).

- Clerk's expenses (stamps, dog fouling signs, printer cartridges}	£46 .40
- Siward James and Arkwright Trust (PC meetings room hire)	£60.75
- Siward James and Arkwright Trust (BFPG room hire)	£43.50

- Bodenham Parish Hall (room hire - 12th April)	£12.00
- DC Gardening Services (Lengthsman)	£498.00
- Leominster Community Resource Centre (May Newsletter)	£177.50
- Grant to the Parochial Church Council	£1000.00
- Mrs B Mitcheson (BFPG expenses)	£43.14
- Mrs L. Stephens (BFPG barbecue)	£45.00

## 11. Planning

11.1 **161120: 1 Church Walk: proposed side conservatory extension.** Cllr James-Moore said that the Planning Sub-Committee (herself, Cllr Crane and Cllr Tilford) had visited the site. Cllr Tilford said that he had produced and circulated a planning statement with accompanying photographs. Cllr James-Moore said that The Sub-Committee had reservations about the UPVC materials for the proposed conservatory against the black and white elevation at the side of the property. Cllr Mitcheson suggested that the wording of Cllr Tilford's planning statement be changed from "some reservations" to "strong reservations". This was agreed and the Clerk was instructed to submit the Council's response to the application based on the amended statement. **ACTION:CS**

## 12. Updates.

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

12.2 **Parish Hall.** The Clerk reported that Cllr Layton had informed him that no meeting of the Parish Hall Management Committee had been held since the last Parish Council meeting, so no report could be given.

12.3 **Lengthsman.** The Clerk reported that he had had a request from the owner of 1 Church Walk for the Lengthsman to clear the algae from the stream alongside the property. The Clerk said that he had asked the Lengthsman to do this, but had said to the property owner that it was really the latter's responsibility to clear the stream, to which the owner had replied that he had spoken to Balfour Beatty, who had accepted that the responsibility was theirs. The Clerk said that he would contact the Locality Steward to clarify the situation. The Clerk was instructed to contact the owner of the property to explain that the responsibility for keeping the stream clear did not lie with the Parish Council. **ACTION:CS**

12.4 **Neighbourhood Plan.** Cllr Mitcheson reported that the Steering Group had had a meeting with Mrs Claire Rawlings. A revised draft of the Plan would now be produced incorporating her suggested amendments. This would then be sent to Herefordshire Council for assessment and thence to Regulation 14 Consultation.

13. **Correspondence Not Previously Circulated.** The Clerk reported that he had passed the latest copy of Clerks and Councils Direct to Cllr Mitcheson.

## 14. Other Business (including the District Councillor's Report).

14.1 Cllr Baker reported that:

14.1.1 He had spoken to the planning officer about the planning application to build three houses adjacent to 'Stoneleigh'. Cllr Baker said that the planning officer was minded to approve the application, but had been told by Cllr Baker that the Parish Council might be minded to object to the application. Cllr Baker said that, if the Parish Council wanted any such an objection to be considered by Herefordshire Council's Planning Committee, rather than being approved by officers, the Parish Council would need to demonstrate that a large number of local residents also opposed the application. (See Minute 14.8 below).

14.1.2 The Community Infrastructure Levy (CIL) is likely to be set at zero for a single dwelling and at £50 per square metre for developments of more than one dwelling.

14.1.3 A parish council would receive 15% of the CIL or 25%, if the parish council has an approved neighbourhood plan.

14.2 Cllr Avery reported that the drains on the C1125 were still blocked. The Clerk was instructed to report this to the Locality Steward. **ACTION:CS**

14.3 Cllr James-Moore suggested that some form of acknowledgement be given to Mrs Susan Howarth for her work in editing the *Newsletter*. It was agreed that Cllr James-Moore should give Mrs Howarth a pot plant on behalf of the Parish Council. **ACTION: PJ-M**

14.4 Cllr Davis asked for a letter about replacing the 427 bus service be read out. Cllr James-Moore read the letter to the Meeting.

14.5 The Clerk reported that the Footpath Officer was seeking approval for his estimate of the cost of the proposed work on footpaths in the Parish. It was agreed to accept the estimates. The Clerk was instructed to inform the Footpath Officer. **ACTION:CS**

14.6 Cllr Tilford complimented Bell Homes for keeping the C1125 exemplarily clean around their development.

14.7 Cllr James-Moore thanked Cllr Tilford for his letter to Welsh Water praising their contractor's work in Bodenham and the information provided about the progress of the project.

14.8 The owner of 'Stoneleigh' expressed concern about the delay in considering the planning application for the property. He said that there had been nine objections, which in his opinion did not indicate a high level of public interest in his proposal.

15. **Date of Next Meeting.**

15.1 The next Meeting will be held on Monday, 6th June 2016.

15.2 There being no other business, the Meeting closed at 8.55pm.

**April 2016 accounts****OPENING BALANCE on MARCH 18TH = £20229.86**

<b>Date</b>	<b>Income</b>	<b>Expenditure</b>	<b>Comment</b>
21st March 2016		£37.84	Clerk's PAYE
31st March 2016		£151.67	Clerk's salary
5th April 2016	£240.00		<i>Newsletter</i> advertising
8th April 2016		£201.75	February <i>Newsletter</i>
8th April 2016		£211.00	March <i>Newsletter</i>
11th April 2016		£16.00	Clerk's expenses
12th April 2016		£984.00	Lengthsman's invoice
14th April 2016		£22.50	Herefordshire Council (copy of Local Plan)
14th April 2016		£43.20	BFPG telemetry credits
<b>TOTALS</b>	<b>£240.00</b>	<b>£1667.96</b>	

**CLOSING BALANCE = (£20229.86 + £240.00 - £1667.96) = £18801.90**



## **BODENHAM FLOOD PROTECTION GROUP REPORT** **(9 MAY 2016)**

1. **Summary of the Past Month.** Since the weather has been relatively mild over the past month, there is nothing to report as regards flood risk.
2. **Monthly Meeting.** The Group's monthly Meeting was held on Tuesday, 26 April and, being a rather cold evening, was attended by only 22 members.
3. **Flood Re.**
  - a. The main subject of discussion was the long awaited initiation of the Flood Re Scheme. This allows insurance companies to insure themselves against having to pay out large amounts of money in the event of widespread flooding incidents, such as we have seen in Somerset, the Thames Valley, the North of England and in Scotland in recent years. By being able to underwrite their risk against an insurance industry central fund, insurance companies should be able to offer lower flood risk premiums and excesses to householders in high flood risk areas.
  - b. It remains to be seen how the Scheme will operate in practice. Not all insurance companies are participating in it, not all house owners will be eligible for it, and, because insurance companies take many different factors apart from flooding into account when assessing premiums, it will still be important for householders to shop around for the cover best suited to their needs.
4. **Invitations to The Patron's Lunch.**
  - a. At very short notice the Lord Lieutenant received an invitation to nominate up to eight people from the membership of groups that have received the Queen's Award for Voluntary Service (QAVS) to receive complimentary tickets to attend The Patron's Lunch. If more than eight nominations are received, Lady Darnley will select the names to go forward.
  - b. The Lunch is a street party to celebrate Her Majesty's 90<sup>th</sup> Birthday being held in the Mall on Sunday, 12 June for 10,000 members of the over 600 charities and organisations of which she is patron. It is the culmination of a weekend of celebrations starting with a Service of Thanksgiving in St Paul's Cathedral on Friday, 10 June and followed by The Trooping of the Colour on Horseguards on Saturday, 11 June.
  - c. No members put their names forward for the Lunch, so, if chosen, the Chairman and Secretary will represent the BFPG at it.

5. **Working Parties.**

a. The working party 'season' has now started and on Friday, 6 May 15 BFPG members cleared vegetation in a watercourse next to Willow Cottage in Maund Bryan. This is the first time the Group has tackled this particular drainage channel and those helping were rewarded afterwards with refreshments kindly provided by Mr and Mrs Schwartz.

b. The next session will be on Friday, 20 May, meeting at the Brockington Road Bridge at 6.00pm. Once again, Councillors are most welcome to take part!

6. **Social Events.** Councillors are also very welcome to attend the BFPG's social events:

a. **Annual Barbecue.** The next such event is the Annual Barbecue, which this year is being hosted by Mr and Mrs Stephens on Saturday, 30 July.

b. **Annual Bonfire Party.** That is followed by the Bonfire Party at Millcroft Farm, which will now be held on Saturday, 8 October, rather than on 1 October as originally planned.

K.A.M.