



Parish Clerk: Leanne Rex, Mistletoe Cottage, Lower Southfield Lane, Bosbury, Ledbury, Herefordshire, HR8 1NH
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Councillors are summoned to attend a meeting of the Parish Council to be held at Bosbury Parish Hall on Thursday 3rd March 2016 at 7.30pm

Agenda

- 1. To Accept any Apologies for Absence and Note the Reason**
- 2. To Record any Declarations of Interest and Requests for Dispensations**
- 3. Approval of Minutes** of the Parish Council Meeting held on 4th February 2016 (previously circulated)
- 4. To Receive Brief Report from Ward Councillor Tony Johnson**
- 5. Councillor Vacancies** – to receive any nominations for co-options and to complete necessary forms
- 6. Planning: To discuss new planning application for “The Beanfield”**
160450: Land to the East of Brook Lane, North of B4220, Bosbury
Proposed residential development for up to 21 dwellings (of which 8 will be affordable)
- 7. Public Participation Session** for Local Residents to raise matters relevant to the Parish Council (Please note: Decisions cannot be made on items not on the agenda) *This item to be limited at the discretion of the chairman*
- 8. Correspondence / Discussion / Governance:**
 - a) To formally appoint a new clerk and complete contract of employment
 - b) To receive report from Neighbourhood Plan Steering Group
 - c) To discuss defibrillator for Bosbury village
 - d) To discuss website administration and other contributors to website
- 9. Highways/Footpaths/Lengthsman:**
 - a) To discuss any new highway or footpath issues
 - b) To discuss the traffic calming verge treatment at the Cradley End of the village
 - c) To receive update on Catley Byeway M228
 - d) To discuss Speed Indicator Device (SID) installation
 - e) To receive any suggestions of works required for the Lengthsman / P3 under the Annual Plan agreement and budget
- 10. Finance:**
 - a) To Agree Finance Report & note Bank Balances
 - b) To Agree membership of SLCC
 - c) To Agree Payments of outstanding accounts as per finance report:
655: Coddington PCC – churchyard maintenance - £325.00
656: J Chester - Clerk Cover and Handover - £143.27
657: Herefordshire Council – May 2015 Election Costs - £82.00
658: SLCC – annual subscription - £82.00
- 11. Training / Meetings:**
 - a) To note dates and decide attendees of meetings / training courses
 - b) To receive Reports from any meetings attended
- 12. To note and review the Information & Outstanding Actions Sheet (attached)**
- 13. To raise items for next scheduled Parish Council Meeting (no discussion)**
- 14. To note Date and time of Next Scheduled Meeting** – Thursday 7th April 2016, 7.30pm at Bosbury Village Hall
- 15. Planning: (planning committee)**

NB. Please view planning applications online before the meeting as paper copies may not be available

 - a) **To consider any new Planning Applications received**
160250 – Shirkway Cottage, Munsley, Ledbury, HR8 2SJ.
Proposed conversion of external store room to additional accommodation/annexe to existing dwelling
 - b) **To note Planning Record (attached) and Decisions of Hereford Council**

Signed: Leanne Rex (Clerk to the Parish Council)

Dated: 26th February 2016

The press and public are cordially invited to attend the meeting

INFORMATION SHEET FOR MARCH 2016 MEETING

PARISH CLERK UPDATE

- Request for required highway works sent to Balfour Beatty
- Website updated with agenda/minutes
- Website pages updated to meet new transparency legal guidelines
- Monthly RTI/PAYE reported
- Handover of parish council documents and duties to new clerk

Email CORRESPONDENCE RECEIVED

- HALC – Information Corner 8th February *
- Balfour Beatty – Weekly Locality briefings *
- A Bush, Herefordshire Council – Affordable Warmth Strategy Launch 18th Feb *
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* Circulated to Cllrs.

OUTSTANDING ACTIONS

These are the consolidated actions outstanding after the last meeting held 4th February 2016:

Date	Minute	Action	Status	Comments
		Clerk	Ongoing	Rosemount – owner to repair roof. NB 28/3/13 representative of council decided no immediate threat. 11002417 (Nov 2013) Passed to Building Control
June 2015		Clerk	reported	Pavement opp Morton Cottages tree roots breaking CAS-514818-N2P4B0 surface and blocking drain CAS-514822-C1Q9K4 Chevron sign at Temple Court B4220 CAS-514832-H2V0M6 Kerbstones on C1152 between Gt Catley & Little Catley CAS-514838-C2Q6Q7 Broken salt bin at Harbour Hill CAS-514840-C1Y4N3 Visibility railings at Cottons Corner CAS-514847-B5B9Q7 Blocked drain at Salt Box Cottage C1152 CAS-514866-W4S3W7 Blocked drain The Cross Coddington CAS-514868-V5W3C6 Tree roots blocking drain by The Slatch Coddington
June 2015	10b	Cllrs Bosley & Hayes		Speak to Stanley House re lights
June 2015	11f	Cllr Boyle	Complete	To forward “pinch points” for verge trimming in Coddington to clerk
July 2015	10c	Clerk	Reported	Head wall on culvert between The Slatch and Townend Farm need replacing CAS-528674-L0F6N0
Aug 2015	9a	J Boyce / clerk	Ongoing	List of blocked footpaths needing enforcement to be sent to Hfd Council
Sept 2015	5	Clerk	Reported	Report blocked drains between Temple Court & Cottons Corner CAS-537977-X0Y2V0 Grips need reinstating between Cottons Corner & The Farm and Cold Green Farm CAS-537978-Q4Z4K1
Oct 2015	6	Clerk Clerk	Requested Reported	Request road sweeper for village and ask to be advised of date prior to sweeping Damaged verge markers between Temple Court & Cottons Corner need replacing CAS-537978-Q4Z4K1
		Clerk Cllr Hosking	Reported complete	Road Grips from The Farm to parish boundary need clearing CAS-537976-G7B2J5 Inspect top rail of gate to burial ground
Oct 2015	8a	Cllr Hosking		Draft a public statement re NDP / Core Strategy issue for residents
Oct 2015	9a	Clerk	Reported	Report diseased ash tree on footpath by hall CAS-539560-G7S7G7
Nov 2015	7e	JH/J Boyle		Approach organisations for website articles and sponsorship
Nov 2015	8d	JJT / clerk		Investigate road signs for Brook Lane and Slatchwood
Dec 2015	5	Cllr Cooke / clerk		Cllr Cooke to complete forms and send to clerk for forwarding to Hfd Council
Dec 2015	6	Clerk	Complete	H4K6T2Request damaged verge markers are collected from Cottons Corner CAS-556687-H4K6T2 Request white lines are repainted on B4214 & B4224 CAS-556689-S2V9B8 Replace visibility railings at Cottons Corner CAS-556688-Z9Z4M4
Dec 2015	8a	NDP		Apply for NDP grant to cover professional surveys and assessments
Dec 2015	8b	Cllr J Baker	Complete	Place order for defibrillator
Dec 2015	9a	Clerk	Complete	Order more verge markers, stiles and kissing gates
Dec 2015	9b	Cllr Bosley	complete	Advise clerk of salt and sandbag stocks
Feb 2016	6	Clerk		Report Potholes by Old Court and Pool House Request anti-skid surface on road by Temple Court

		All Cllrs		Review street lighting
Feb 2016	8b	SB/JB/GCP	complete	Interview candidates for clerk position
Feb 2016	8c	NDP		Apply for NDP grants
Feb 2016	8d	Cllr J Baker / clerk		Arrange defib training session. Advise insurance company, arrange payment terms
Feb 2016	8e	All Cllrs		Approach organisations re website articles and funding Send website administrator photos and brief autobiography
Feb 2016	9b	Cllr Joyce-Townsend		Draft letter re traffic calming treatment on Cradley end of village
Feb 2016	9e	clerk		Enquire about PC purchasing existing SID's from Balfour Beatty
Feb 2016	9f	clerk		Ask lengthsman to include sign and surface cleaning in regular programme

PLANNING RECORD

Date	Application Number	Application Description (Full Details)	PC Comment	Hfd Decision
10.10.14	P143015/FH	New Vicarage, Aylescroft, Bosbury, HR8 1QA Proposed single storey extension	PC support ensure materials used are in keeping with existing	GRANTED 7.1.15
19.11.14	P143300/F	1 Shilo Cottages, Heywood Lane, Munsley, HR8 2SL Proposed two storey side extension. Change of use of part agricultural land to domestic amenity space	PC support this application	GRANTED 20.1.15
25.11.14	P143370/O	Land to the East of Brook Lane, North of B4220 Bosbury Proposed residential development of up to 37 dwellings of which 13 (35%) will be affordable	PC object to this application	REFUSED 16.3.15
26.11.14	P141398/F & P141399/L	The Bell Inn, Bosbury, HR8 1PX retrospective application for external covered area (70m2) to yard at rear of public house	PC support this application	GRANTED 2.3.15
25.11.14	P143508/FH & P143510/L	Palace Farm, Bosbury, HR8 1JX Proposed conversion of barn to become an annexe to be used as part of the existing household	PC support this application	GRANTED 19.1.15
3.1.15	P143625/L	1 & 2 The Cross, Bosbury, HR8 1PR Proposed partial replacement and repair of existing windows	PC support this application	GRANTED 8.5.15
29.1.15	P150160/FH & P150161/L	The Woodings, Bosbury, HR8 1JX Proposed erection of a replacement garage/outbuilding with store over (demolition of existing garage/outbuilding, Erection of a replacement stable block/barn (demolition of existing former pig unit/domestic outbuilding stable and lean-to.	PC support this application	GRANTED 17.3.15
4.2.15	P150292/FH	Gold Field House, Coddington, HR8 1JL Proposed garden office	PC support this application must remain as office	GRANTED 25.3.15
24.2.15	P150480	Haycroft, Bosbury, HR8 1QD Proposed demolition of an existing outbuilding and its replacement for auxillary accommodation for the existing dwelling	PC support this application	GRANTED 7.4.15
24.2.15	150491	The Bee House & The Hive, Nashend House Bosbury HR8 1JU Removal of condition 3 & 4 of planning permission DCNE2003/2257/F as amended by appeal decision APP/W1850/A/08/2077264	PC object to this application	REFUSED 9.4.15
11.3.15	150684	The Hop Drier, Slatch Farm, Coddington, HR8 1JS Proposed change of use of agricultural building to a dwelling house	Prior Approval determination so no PC response req	REFUSED 21.4.15
30.3.15	150772	The Cottage, Bosbury, Ledbury, HR8 1QW Proposed upgrade and link extension to dwelling	PC support this application	REFUSED 11.5.15
30.3.15	150802	Bentleys Rickyard, Bosbury, Ledbury, HR8 1QD Proposed replacement of existing Dutch barn and lean-to building with new steel framed agricultural building	PC support this application	GRANTED 7.5.15
13.4.15	141550 APPEAL APP/W1850/W/15/3002571	Land West of Upper Court Road, Bosbury from Upper Court Road, with open space, parking and associated infrastructure		APPEAL REFUSED 26.8.15
14.5.15	151404	The Hop Drier, Coddington, HR8 1JS Proposed change of use of agricultural building to a dwelling house	Prior Approval determination so no PC response req	PRIOR APPROVAL GIVEN 11.6.15

2.6.15	151479	Plum Barn at Slatch Farm, Coddington, HR8 Construction of new building to be used as a studio for elementary bee keeping courses	PC support this app with comments	GRANTED 8.7.15
7.5.15	151302	Mayfield Farm Barn, Coddington, HR8 1JL Change of use of agricultural building to dwelling house	Prior Approval determination so no PC response req	PRIOR APPROVAL REFUSED 19.6.15
22.6.15	151724	Agricultural building and land at Leadon Dale Brook Lane, Bosbury HR8 1QD Proposed conversion of an existing agricultural building to one residential dwelling house	Prior Approval determination so no PC response req	PRIOR APPROVAL GRANTED 6.8.15
26.6.15	151882	Old Court Farm, Bosbury, HR8 1QT Work to Willow Trees	PC support this application	work can proceed 1.7.15
28.7.15	151347	Land at Woodlow Farm, Bosbury, HR8 1QG Proposed construction of 1no two storey holiday let and garage	PC support this application in principle	REFUSED 3.9.15
24.7.15	143370 APPEAL APP/W1850/W/15/3053084	Land to the East of Brook Lane, North of B4220 Bosbury Proposed residential development of up to 37 dwellings of which 13 (35%) will be affordable	further letter drafted and sent	APPEAL REFUSED 13.10.15
29.7.15	150491 APPEAL APP/W1850/W/15/3078178	The Bee House & The Hive, Nashend House Bosbury HR8 1JU Removal of condition 3 & 4 of planning permission DCNE2003/2257/F as amended by appeal decision APP/W1850/A/08/2077264	previous PC comments still valid no further comment to be made appeal date 17 Nov 10am Town Hall Hereford	APPEAL ALLOWED 21.12.15
25.8.15	152486	10 Morton Cottages, Bosbury, HR8 1PT Proposed works to trees	PC support this application	work can proceed 7.9.15
3.9.15	152431 & 152432	The Lookout, Raycomb Lane, Coddington, HR8 1JH Proposed new extension to existing building Proposed new garage block and ancillary accommodation	PC object to 152431 - the garage block PC support 152432 - new extension	REFUSED GRANTED 2.10.15
9.10.15	152853	Woofields Farm, Coddington, HR8 1JJ Proposed agricultural building	PC support this application	GRANTED 13.11.15
12.10.15	152762	Broadcroft, Bosbury, Ledbury, HR8 1QL Proposed upgrade and remodel Broadcroft Cottage including single storey rear extension. Proposal to convert, enlarge and upgrade the Hop Barn, Loft and Barn. Demolition of existing storage shed and erection of garage, including associated landscaping works	PC support this application	GRANTED 13.11.15
14.10.15	152967	Steel Framed Barn, Hill House Farm, Bosbury, HR8 Prior Approval application for a proposed change of use of an agricultural building to a dwellinghouse (use Class C3) - under Part 3 Class Q (a) only	No comments req	REFUSED 27.11.15
15.10.15	152885	Raycombe House, Raycombe Lane, Coddington, HR8 1JH Proposed existing enclosed porch replaced with a larger conservatory. Carport built over part of drive (retrospective)	PC support this application but are disappointed it retrospective	GRANTED 25.11.15
18.11.15	P153302/V - (CLOPD)	Land at Catley off the U66411 at Catley, Bosbury, HR8 1QL Certificate of lawfulness for the siting of a "stockmans" caravan	** FOR ADVICE ONLY **	GRANTED 15.12.15
8.12.15	153449 / 153450	Lower Shinscroft, Bosbury, HR8 1QD Proposed two storey extension with glass link and various alterations	PC - no comments made	REFUSED 29.1.16
4.2.16	160250	Shirkway Cottage, Munsley, Ledbury, HR8 2SJ Proposed conversion of external store room to additional accommodation/annexe to existing dwelling	** to be discussed at March meeting**	
22.2.16	160450	Land to the East of Brook Lane, North of B4220, Bosbury, Hereford. Proposed residential development for up to 21 dwellings (of which 8 will be affordable)	** to be discussed at March meeting **	