



Parish Clerk:
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**Minutes of the Parish Council meeting held on Thursday 3rd March, 2016
 at Bosbury Village Hall at 7.30pm**

Present

Councillors Sven Bosley (Chairman), Mark Andrews, Liz Cooke, Matt Hosking, John Joyce-Townsend, Rachel Lovering, Tim Newsholme, Gian Paganuzzi, Patrick Whitehead,

In attendance

Leanne Rex – Parish Clerk

Public: 11

ITEM	MINUTE	ACTION
1.0	To Accept Apologies for Absence and Note the Reason Apologies were received from J Baker (holiday), J Boyle (family), J Hayes (holiday)	
2.0	To Record any Declarations of Interest and Requests for Dispensations None	
3.0	To approve the Minutes of the Previous Parish Council Meeting The minutes from the 4.2.16 meeting were agreed to be a true and accurate record and were approved and duly signed by the chairman.	
4.0	To Receive Brief Report from Ward Councillor Tony Johnson <ul style="list-style-type: none"> • Council tax being set 4.3.16, looking to raise by 3.8% of which 2% is specifically for adult social care. Will impact precept – approx. £12 per month on an average Band D house. • Lengthsman scheme is cash constrained and due to be resolved in 2-3 months. • Hereford Racecourse is re-opening. • Budget for highways maintenance is very tight. • Additional budget may be forthcoming from sale of Council assets, Amey court case, reserves. • Sale of 45 tenancy smallholdings, circa 4800 acres, 45 families, total worth circa £50-60M belongs to Hereford Tax Payer. Originally bought for men returning from WW1 and 2 to get back into agriculture. Virtually no throughput of tenancy – 3 tenancy changes in last 10 years. Asset no longer fulfills the original function and maintenance costs exceed rent received. Some may have mineral rights, planning options and they will be assessed for sale differently. Of the 45 tenancies, 15 are business farm tenancies, who have known for approx one year that the subject was under review and they have now been given 1 years notice of termination of their leases, plus a £500 reimbursement of fees for moving advice. Virtually all other tenancies are lifetime tenancies who will not have to move but the landlord will change. • The total council debt is £170M at fixed interest rates. Cllr Johnson committed to keeping the Clerk updated and left the meeting.	
5.0	Open Forum for Local Residents to Raise Matters Relevant to the Parish Council	
	a) Open Forum - Public discussion re Beanfields planning application (Land to the East of Brook Lane – 160450) Up to 21 houses with up to 8 being affordable. Case Officer, Mr Martinez, been in post 15 months. Response deadline is 14.3.16. Application may or may not go to the full planning committee at Hfd Council. Comments can be made onto the Herefordshire.gov.uk website as normal The following is a brief summary of the public discussion: <ul style="list-style-type: none"> - Public can request the application goes to a full planning committee as a comment. - There is no improvement with regards to drainage / flooding / sewerage and concerns previously raised remain. - Concern re village green area – danger from a road with children playing - Previous comments logged will not transfer to this application – the new application is looked at in isolation. - The previous Inspector's conclusion is still on the website. - It is understood the Planning Inspectors report is referenced as part of this planning application. - 3 letters had been received from Parishioners not able to be at the meeting tonight raising concerns re: <ul style="list-style-type: none"> - Flooding, restricted visibility for the exit on B4220 road, unsuitability of the village green area. 	

	<ul style="list-style-type: none"> - Houses highly visible due to contours of the road - Flooding and water run-off causing problems in Brook Lane <p>- Survey results – hard to analyses, small sample, some seem to show support and some negative.</p> <p>- Comments can be made by people who are not parish residents and made by each individual in a household.</p> <p>- Street lighting is one of the reserved matters as this is an indicative plan.</p> <p>- Exit onto B4220 main road – concern raised re safety and dips in the road.</p> <p>- Comments can object to the number of houses i.e. size and suitability.</p> <p>- A parishioner offered that the definition of an affordable house varies geographically but understood the sale value is set by the council, and houses are available to the parish 1st and then adjacent parishes.</p> <p>- No requirement for affordable housing registered with HomePoint. Maybe some identified informally.</p> <p>- The involvement of a Housing Association is not clear as this is only an outline application.</p> <p>- 131 letters were sent out but concern raised re who received letters.</p> <p>The public had a show of hands re the application – 10 against, 1 for.</p>	
	<p>b) Open Forum - Road Conditions</p> <ul style="list-style-type: none"> - Marker posts missing / broken in various places including Brook Lane. - Potholes on the Bromyard Road between West Corner and Castle Frome boundary. - Drainage problem by the lych gate. - Drainage at Cottons Corner. - Concern re large lorries allowed through Bosbury and Cradley to get onto the Worcester Road. 	
	<p>c) Open Forum - Neighbourhood Watch Committee</p> <p>The Chairman notified the meeting that the Neighborhood Watch Committee Chairman, Rob Hooper, is relinquishing the post. Chairman requested any suggestions for new post holders.</p>	
	<p>d) Open Forum - Buchanan Trust</p> <p>Parishioner requested the Parish Council obtained an update regarding the Trust. Clerk to write to Peter Marsham, Buchanan Trust Committee, to request an update due to concerns over notice given to leaseholders.</p>	Clerk
	<p>e) Open Forum - Traffic Speed in Bosbury</p> <p>Raised as a concern particularly at School times. Discussion re chicane/speed bumps /rumble strips – were considered originally as part of traffic calming and are contentious due to noise for residents caused by rumble strips and gear changing. Speed Indicator Devices (SIDs) still favoured and considered effective but currently not available from HCC who are considering new stock. They cost £2000 capital cost . Suggestion to ask school to remind parents about road safety and speed.</p>	
6.0	<p>Correspondence / Discussion / Governance</p> <p>a) To Receive Report from Neighbourhood Plan Steering Group</p> <p>From 4.2.16: Herefordshire Council have adopted the Core Strategy and Bosbury's NDP is at odds with the adopted Core Strategy with regard to housing volume, and in its current form would be turned down by the inspector. A landscape character assessment is also required. Grant funding is to be pursued to cover this. Further meetings will be held to correct the anomalies and the revised plan resubmitted.</p> <p>A Neighbourhood Plan may also need to be arranged for Coddington.</p> <p>Cllr Hosking advised the NDP grant application process was ongoing.</p>	NDP
	<p>b) To discuss Defibrillator for Bosbury Village</p> <ul style="list-style-type: none"> • Cllr Baker to update at April's meeting (payment terms, insurance, training). • Cllr Cooke advised that the village hall would be made available free of charge for training. • Clerk to update insurance when in operation. 	Cllr Baker/Cook
	<p>c) To discuss Website and Other Organisations Contributions</p> <p>The meeting requested the Website sub-committee to:</p> <ul style="list-style-type: none"> • contact organisations for articles and advertising sponsorship. • Raise profile of the website as previously discussed. <p>The Clerk reminded the council that the Parish Council page can be updated by the Clerk. Clerk to request biography information where missing.</p>	Cllr Boyle/Hayes Clerk
7.0	<p>Highways / Footpaths / Lengthsman</p> <p>a) To discuss any new highway or footpath issues</p>	
	<p>i) Streetlights: Streetlights should not be orange in a conservation area, a parishioner has alerted HCC, and changes are expected. Concern raised re brightness of white lights.</p>	
	<p>ii) Kissing gates and Stiles: have been delivered to James Boyce.</p>	
	<p>iii) Footbridge over Stoney Brook (Swinmore Common): Clerk updated the meeting re latest communication with Neil James (Balfour Beatty) which estimated costs at £3000 plus. Balfour Beatty has also asked if the parish Council would fund the repair. James Boyce advised that the Council is wholly responsible, including costs</p>	

	<p>incurred, for all footbridges over watercourses (not ditches) for reasons of safety and liability, and in this case Stoney Brook is a designated watercourse.</p> <p>Clerk to update Balfour Beatty that Parish Council will not be funding and request work to be added to schedule.</p>	Clerk
	<p>iv) Footbridge at Catley Court on BZ6: Concern raised over footbridge at Catley on BZ6. Clerk to contact Juliet Wheatley, Conservation Officer.</p>	Clerk
	<p>b) To discuss the Traffic Calming verge treatment at Cradley end of the village</p> <p>Cllr Joyce-Townsend has drafted and circulated a letter requesting Balfour Beatty to undertake the verge mowing as the verges are too narrow to be safely mown by the lengthsman. Letter approved; Clerk to issue.</p>	Clerk
	<p>c) To receive update on M228 Catley byway</p> <p>The Clerk updated the meeting re letter from Michael Mable 24.2.16 concluding the footpath should be designated as a "byway open to all traffic". There will be a recommendation and objection period accordingly. Cllr Joyce-Townsend raised a previous letter received from Cllr Rone who had been on site acknowledging the current vehicular use but raising concern that one end of the lane might be better identified as a footpath. Meeting agreed no further action until further notification from HCC and then to take the opportunity to put forward comments during the formal review period.</p>	
	<p>d) To discuss Speed Indicator Device (SID) installation</p> <p>Clerk to ask HCC if the Parish Council can buy the dis-used SIDs.</p>	Clerk
	<p>e) To discuss ongoing HGV problem through Coddington village</p> <p>The Clerk had contacted Neil James (Balfour Beatty) for an update, which was received as follows [quote from Neil James email 29.2.16] " a site meeting had been held with the homeowner, and MP B Wiggan, S Rooney (Head of Highways) and other interested parties. A proposal was already on the table from Balfour Beatty to HCC regarding signage and kerbing prior to the site visit but this needed to be sanctioned by HCC. I understand that the leader of the Council, Cllr A Johnson, is currently involved with Cllr Rone and S Rooney to progress this forward". No information was available from Neil James on timescales.</p> <p>The Meeting requested lengthsman clean all the HGV signs in Coddington.</p> <p>Cllr Cooke requested whether the farmers could put up signs. The Chairman advised private signs were not allowed on highways.</p> <p>Clerk to keep the issue on the Action log and request updates from Balfour Beatty periodically.</p>	Clerk
	<p>f) New items:</p> <ul style="list-style-type: none"> • Marker posts on Brook Lane knocked down. Clerk to log. • Pot holes on Bromyard Rd (past Holly Mount/Rose Mount) between West Corner and Castle Frome boundary. Clerk to log. • Drainage by Church Lynch gate, Clerk to notify Balfour Beatty. • Drainage by Cottons Corner, Clerk to notify Balfour Beatty • Lorries heading towards Cradley through sharp bends. Cllr Joyce Townsend to investigate possibility of weight ban. • Speeding through the Village. Meeting requested the school to request parents to drive slowly through the village. • Anti skid surface by Temple Court: Clerk to contact Neil James (cc Cllr Johnson) re concerns. 	Clerk Clerk Clerk Clerk Cllr JJT Clerk Clerk
	<p>g) To receive suggestions of work for the lengthsman / P3</p> <ul style="list-style-type: none"> • Clean HGV signs in Coddington. • Mow verges at Temple Court end of village. 	Clerk
8.0	<p>Finance:</p> <p>a) To agree Finance Report and Note Bank Balances</p> <p>The finance report was AGREED. Bank balances as at 6.2.16 were current account £10804.79 (as per January as no transactions) and business reserve £5005.13.</p>	
	<p>b) To Agree membership of SLCC</p> <p>Agreed.</p>	
	<p>c) To Agree Payments of outstanding accounts as per finance report:</p> <p>The following were all Agreed:</p> <p>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</p>	

	658: SLCC – annual subscription - £82.00 Letter signed and to be sent to Natwest to change correspondence to new Clerk.	Clerk
	Letter to be sent to Janet Chester thanking her for covering the Clerk position beyond notice period.	Clerk
9.0	<p>Training / Meetings</p> <p>a) To note dates of meetings/courses and decide attendees</p> <p>Clerk to circulate all correspondence received as follows:</p> <ul style="list-style-type: none"> • Herefordshire Local Area Forum – meeting to discuss footpaths and definitive map 18.4.16, 2pm at Hereford Archives & Records Centre • 1st World War Commemoration of the Civilian in War time, Open Day at Hereford Archive and Record Centre at Rotherwas on 7.5.16, 11am – 4pm with ideas for funding for community projects. • Engaging with HCC re planning – public consultation ends 23.3.16 • Community Infrastructure Levy and NDPs • Heritage Open Days in September • Neighbour Watch Update • Good Grief – The Loneliness of Bereavement Conference: Community Support Conference 7.5.16 • Last minute HALC training: Planning & Action and New Councillors. <p>b) Report from any meeting attended</p> <p>None</p>	Clerk
10.0	<p>To Note & Review the Information & Outstanding Actions Sheet (attached)</p> <p>Noted and reviewed</p>	
11.0	<p>Councillor Vacancies</p> <p>The Chairman proposed to co-opt Charlie Ferrier, seconded Cllr Whitehead. Meeting voted by a simple majority to co-opt Charlie Ferrier. The Chairman declared Charlie Ferrier duly elected. Appropriate new councillor forms to be completed.</p>	Clerk/Cllr Ferrier
12.0	<p>To Raise Items for next scheduled Parish Council Meeting (no discussion)</p> <p>None raised.</p>	
13.0	<p>To note Date and Time of next scheduled meeting</p> <p>The Clerk cannot attend the meeting scheduled on 7th April. Chairman requested the meeting be re-arranged.</p> <p>Clerk to re-arrange the date of Annual Meeting of the Parish Council as the Village Hall is not available, due to Police Commissioner elections, with consideration there may be public attendees and the timing of the April meeting and 2 meetings in May.</p>	Clerk Clerk
	The meeting closed at 21.55	
14.0	<p>Planning:</p> <p>a) To Consider any New Planning Applications Received:</p> <p>160250 – Shirkway Cottage, Munsley, Ledbury, HR8 2SJ. Proposed conversion of external store room to additional accommodation/annexe to existing dwelling</p> <p>The Parish Council support this application provided the storeroom stays within the ownership of, and for the exclusive use of, the owners of Shirkway Cottage.</p>	
	<p>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)</p> <p>Following the Public section of the meeting a motion was proposed to Not Support this application, Cllr Joyce-Townsend Proposed, Cllr Bosley Seconded. Unanimous vote to not support the application. Cllr Whitehead to draft letter and circulate for comment and issue then to Clerk to forward to Case Officer.</p>	
	b) To note Planning Record (attached) and Decisions of Herefordshire Council:	
	<p>The Chairman declared the meeting closed at 22.15pm</p> <p>Signed..... Dated</p> <p>Chairman</p>	

INFORMATION SHEET FOR 3rd 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
- New email for Clerk bcparrishclerk@gmail.com
- New email for Chairman sven.bosley@gmail.com

CORRESPONDENCE RECEIVED

See Minutes

OUTSTANDING ACTIONS

These are the consolidated actions outstanding after the last meeting held 3rd March, 2016 :

Date	Min	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 surface & blocking drain CAS-514818-N2P4B0 Chevron sign at Temple Court B4220 CAS-514822-C1Q9K4 Kerbstones on C1152 between Gt Catley & Little Catley CAS-514832-H2V0M6 Broken salt bin at Harbour Hill CAS-514838-C2Q6Q7 Visibility railings at Cottons Corner CAS-514840-C1Y4N3 Blocked drain at Salt Box Cottage C1152 CAS-514847-B5B9Q7 Blocked drain The Cross Coddington CAS-514866-W4S3W7 Tree roots blocking drain by The Slatch Coddington CAS-514868-V5W3C6
June 2015	10b	Cllrs Bosley & Hayes		Speak to Stanley House re lights
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 & Cold Green Fm CAS-537978-Q4Z4K1
Oct 2015	6	Clerk Clerk Clerk Cllr Hosking	Requested Reported Reported complete	Request road sweeper for village and ask to be advised of date prior to sweeping Damaged verge markers between Temple Ct & Cottons Corner nd replacing CAS-537978-Q4Z4K1 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	8d	JJT	Outstanding	Investigate road signs for Brook Lane.
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
Feb 2016	6	Clerk	Complete Outstanding	Report Potholes by Old Court CAS-561294-01K9Q3 (LR 25.2.16) Report missing post markers by Temple Court
Feb 2016	8c	NDP	Ongoing	Apply for NDP grant to cover professional surveys and assessments
Feb 2016	8d	Cllr J Baker / Hayes / Cooke	In progress	Arrange defib training session. Advise insurance company, arrange payment terms
Mar 2016		Cllr Boyce / Hayes		Approach organisations re website advertising and sponsorship.

Planning Record

Date	Application Number	Application Description (Full Details)	PC Comment	Hfd Decision
3.1.15	P143625/L	1 & 2 The Cross, Bosbury, HR8 1PR Proposed partial replacement and repair of existing windows	PC support this application 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 auxiliary 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/15/30025 71	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/15/30530 84	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	The Bee House & The Hive, Nashend House	previous PC comments still valid no	

	APP/W1850/W/15/30781 78	Bosbury HR8 1JU Removal of condition 3 & 4 of planning permission DCNE2003/2257/F as amended by appeal decision APP/W1850/A/08/2077264	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	Woolfields 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.	The Parish Council support this application provided the storeroom stays within the ownership of, and for the exclusive use of, the owners of Shirkway Cottage.	
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).	The Parish Council does not support the application.	