



Parish Clerk: Janet Chester
 Mapleside, Ashperton, Ledbury, HR8 2RZ
 Tel: 01531 670036
 e-mail: bosburyclerk@btinternet.com

**Minutes of the Parish Council meeting held on Thursday 1st October 2015
 at Bosbury Village Hall at 7.30pm**

Present

Councillors S Bosley (Chairman), Mrs J Baker, M Hosking, J Joyce-Townsend, GC Paganuzzi and P Whitehead

In attendance

James Boyce – Footpath Officer
 J Chester – Parish Clerk
 Tim Newsholme – Councillor elect

Public: 1

ITEM	MINUTE	ACTION
1.0	To Accept Apologies for Absence and Note the Reason Apologies were received from Councillor(s) Mrs Julia Boyle (prior commitment), Joe Hayes (work) and Ms Rachel Lovering (work)	
2.0	To Record any Declarations of Interest and Requests for Dispensations None received	
3.0	To approve the Minutes of the Previous Parish Council Meeting Cllr Joyce-Townsend requested an amendment to the minutes to include his vote of thanks to those involved with the planning appeals. Approval of the September minutes deferred until November meeting. The clerk reminded councillors that when the minutes are circulated it is requested that any changes are advised before the meeting where they are to be signed. In future because of the requirements of the Transparency Code, councillors will be advised of a given period to query the minutes otherwise the minutes will be taken as read at the meeting where they are approved and signed off.	Clerk All
4.0	Councillor Vacancies Tim Newsholme was proposed by Councillor Joyce-Townsend and seconded by Councillor Whitehead. This was supported by a show of hands and Mr Newsholme co-opted onto the parish council and required paperwork completed and signed. The clerk will inform Herefordshire Council.	Clerk
5.0	To Receive Brief Report from Ward Councillor Tony Johnson Ward Cllr Johnson had not sent his apologies and had not sent a report.	
6.0	Open Forum for Local Residents to Raise Matters Relevant to the Parish Council Road grips from The Farm to the parish boundary need clearing. The road sweeper is required through the village, the clerk is to ask that we are notified when it is coming to enable flyers to be put on cars advising. Verge markers by Cottons Corner were damaged by the highways contractor and need replacing. The pavements through the village need clearing of weeds. The top rail of the gates to the burial ground is rotten and the head post is coming apart, Cllr Hosking volunteered to have a look at it.	Clerk MH
7.0	To Receive Update on Proposed developments in Bosbury The Church Commissioners are not thought to be going to argue against the appeal refusal of the development behind the school. The inspector has made a site visit to the proposed site at "Beanfield", and the appeal decision is due by 23 rd October. Although the cut-off date for comments was 21 st August it has been noted that paperwork is still being accepted into the planning inspectorate website.	

8.0	<p>Correspondence / Discussion / Governance</p> <p>a) To Receive Report from Neighbourhood Plan Steering Group</p> <p>Herefordshire Council are due to adopt the Core Strategy on 16th October. The NDP currently at regulation 16 was compliant with the Core Strategy at the time it was submitted. However modifications since made to Herefordshire Council's Core Strategy now make Bosbury's NDP (and other Herefordshire parishes) at odds with the Core Strategy should it be adopted on the 16th, because the NDP would need to allow for 39 new houses rather than the 16 it currently allows for. If the Core Strategy is adopted the NDP will have to go back to regulation 14 stage and another public consultation will have to take place. Cllr Hosking will draft a statement to be published to residents explaining of this issue. RESOLVED</p> <p>b) To discuss Extension of Conservation Area</p> <p>No successful progress has been made on this matter so it was AGREED to no longer pursue at present. RESOLVED</p> <p>c) To discuss Green Spaces Grant Option</p> <p>Cllr Joye-Townsend has explored this scheme but it is deemed to be too costly and have no relevance to anything in the parish.</p> <p>d) To discuss Request to Appoint Member of Parish Council onto Bosbury Parish Hall Committee</p> <p>The clerk had received a letter from Bosbury Parish Hall Committee requesting that a member of the parish council also be a member of the hall committee to improve communication between the groups. It was AGREED that the chairman will speak to someone on the hall committee to see if they are interested in becoming a parish councillor. Deferred to November meeting.</p> <p>e) To discuss Defibrillator for Bosbury Village</p> <p>Cllr Baker has further explored this issue and the costs involved. BT are to be asked for their stance on defibrillators being placed in phone boxes. The parish hall committee are happy for a defibrillator to be placed at an agreed location outside the hall. The parish council would need to contribute 36% of the total cost and the British Heart Foundation contribute 64%. The defibrillator cost is around £500 but should a cabinet be required to hold it that would cost around £700 - £1000. Cllr Baker and the clerk will explore further and report at the November meeting.</p> <p>f) To Agree Contract for Website Administrator</p> <p>The clerk is to send a letter advising that the existing quote costs have been agreed and that the position will be reviewed in May each year, but to ask for a quote for ongoing monthly charges. RESOLVED</p>	<p>MH</p> <p>SB</p> <p>Clerk / J Baker</p> <p>Clerk</p>
9.0	<p>Highways / Footpaths</p> <p>a) To discuss any new highway or footpath issues</p> <p>The clerk was asked to report that an ash tree which was formerly reported as suffering from ash die back has not been removed, other ash trees in its vicinity are not yet showing signs of the disease. It is on a footpath by the hall and a possible danger to walkers.</p> <p>A ditch between Merrins drive and opposite Stanley House needs digging out to allow ater flow. The clerk has chased and is awaiting the formal lengthsman annual plan of works contract from Balfour Beatty.</p> <p>The clerk has received notification that the Definitive Map Modification Officer has made a recommendation that byeway M228 in Catley be open to all traffic in his final report to Herefordshire Council. A final decision is still to be made.</p> <p>b) To discuss Speed Indicator Devices</p> <p>Cllr Joyce-Townsend has approached Eardisley parish council about detail of their SID and awaits a response. The clerk is to ask the lengthsman to always clear away cuttings when mowing the grass verges.</p>	<p>Clerk</p> <p>JJT Clerk</p>
10.0	<p>Finance:</p> <p>a) To agree Finance Report and Note Bank Balances</p> <p>The finance report was agreed. Bank balances as at 4th September 2015 were current account £8553.97 and business reserve £5004.44 noted.</p>	

	<p>b) To agree payments of outstanding accounts as per the finance report</p> <p>000646: J Chester – clerk salary and expenses Sept – £231.94 000647: Community Action Ledbury – £50.00</p> <p>RESOLVED</p> <p>c) To discuss budget and 2016/17 Precept requirement</p> <p>The clerk had prepared a draft budget for the next five years which was discussed. The required parish precept for 2016/17 needs to be advised to Herefordshire Council in December. Some further details are awaited on the lengthsman/footpaths grant scheme but after discussion it was proposed that the precept remain at £10k. This will be publicised to give parishioners the opportunity to comment before a final decision is made at the December meeting.</p>	Clerk
11.0	<p>Training / Meetings</p> <p>a) To note dates of meetings/courses and decide attendees</p> <p>HALC Wise Owl training programme – noted HALC AGM – Saturday 17th October at Hereford Blind College Herefordshire Council Planning Seminar – 22nd October 6.30pm Shirehall Hereford – Cllr Whitehead will attend Balfour Beatty Parish Briefing Tues 27th/Thurs 29th October Thorn Offices Rotherwas 7pm-8.30pm</p> <p>b) Report from any meeting attended</p> <p>None</p>	PW
12.0	<p>To Note & Review the Information & Outstanding Actions Sheet (attached)</p> <p>Noted and reviewed RESOLVED</p>	
13.0	<p>To Raise Items for next scheduled Parish Council Meeting (no discussion)</p> <ul style="list-style-type: none"> • 2016/17 Precept • “Beanfield” planning appeal decision • Core Strategy / NDP • Defibrillator • Bosbury Parish Hall Representative • SID’s • Website Administration 	Clerk
14.0	<p>To note Date and Time of next scheduled meeting</p> <p>Thursday 5th November 2015 at 7.30pm at Bosbury Parish Hall</p> <p>Councillors not members of the planning committee left the meeting at 21.23pm</p>	All
15	<p>Planning (planning committee):</p> <p>a) To Consider any New Planning Applications Received:</p> <p>The Lookout, Raycombe Lane, Coddington, HR8 1JH 152431 – Proposed new garage block and ancillary accommodation PC Comment: The parish council object to this application 152432 – Proposed new extension to existing dwelling PC Comment: The parish council support this application</p> <p>b) To note Planning Record (attached) and Decisions of Herefordshire Council</p> <p>Noted</p>	Clerk
	<p>The Chairman declared the meeting closed at 21.32pm</p> <p>Signed..... Dated</p> <p>Chairman</p>	

INFORMATION SHEET

PARISH CLERK UPDATE

- Request for required highway works sent to Balfour Beatty
- Website updated with agenda/minutes
- Website pages added to meet new transparency legal guidelines
- Monthly RTI/PAYE reported
- Annual VAT Return completed

CORRESPONDENCE RECEIVED

- HALC – Information Corner and Wise Owl training diary *
- HALC – Youth Initiatives *
- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – Resurfacing Programme of works*
- Balfour Beatty – Parish Newsletter June 2015 *
- A Bush, Herefordshire Council – Budget Briefing *
- A Bush, Herefordshire Council – Funding Update *
- A Bush, Herefordshire Council – Green Spaces Grant Option *
- A Bush, Herefordshire Council – Community Governance Review Proposal *
- A Bush, Herefordshire Council – Introduction to Planning Seminar invitation 2nd Sept *

* circulated to councillors

OUTSTANDING ACTIONS

These are the consolidated actions outstanding after the last meeting held 3rd September 2015:

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
Apr 2015	4	A Johnson		Enquire why SID data no longer available
June 2015		clerk	reported	Pavement opp Morton Cottages tree roots breaking surface and 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	5	clerk	requested	Clerk to contact Festival Housing re mowing of Play Area
June 2015	8b	Cllr Hayes / Boyle	complete	Interview website administrator
June 2015	8c	Cllr Baker		To liaise with Mat Twigg and pursue defibrillator for Bosbury village
June 2015	10b	Cllrs Bosley & Hayes		Speak to Stanley House re lights
June 2015	11f	Cllr Boyle		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-LOF6N0
July 2015		clerk	ongoing	Check parish councils media policy
Aug 2015	6	All Cllrs		Spread the word that parish council has councillor vacancies
Aug 2015	8c	All cllrs		Put together biography for website
Aug 2015	9a	J Boyce / clerk		List of blocked footpaths needing enforcement to be sent to Hfd Council
Sept 2015	4	Ward Cllr Johnson		Revisit and report back on the terminology to meet housing numbers in the Core Strategy
Sept 2015	5	clerk		Report blocked drains between Temple Court & Cottons Corner Grips need reinstating between Cottons Corner & The Farm and Cold Green Farm
Sept 2015	7	clerk		Draw up contract for website administrator
Sept 2015	8c	Cllr Joyce-Townsend		Investigate options for green space grant
Sept 2015	8d	clerk		Write letter to Community Action Ledbury
Sept 2015	8e	clerk		Advise Hfd Council and HALC that PC wish to discuss Governance review further
Sept 2015	9b	Cllr Joyce-Townsend		Contact Eardisley PC re SID
Sept 2015	10c	ALL Cllrs		Review 2016-17 precept and bring comments/suggestions to Oct meeting

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	PC strongly object to this application	APPEAL DISMISSED 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	Prior Approval determination so	PRIOR APPROVAL REFUSED

		dwelling house	no PC response req	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	
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 to be drafted and sent	
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	
25.8.15	152486	10 Morton Cottages, Bosbury, HR8 1PT Proposed works to trees	PC support this application	work can proceed
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		

REPORTS FROM MEETINGS ATTENDED