



Parish Clerk: Emma Thomas,
 Hadleigh, Bishops Frome, Worcester, WR6 5AP
 Tel: 01885 490414
 email: bcp parishclerk@gmail.com
 www.bosburyandcoddington.co.uk

**Parish Councillors are summoned to attend a meeting of the Parish Council
 on Thursday 5th April 2018, at 7.30pm
 In Coddington Church**

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 12.03.17 (previously circulated)	
4.	To Receive Brief Report from Ward Councillor Tony Johnson – including questions on the last leader's report – previously circulated	
5.	Public Participation Session for Local Residents to raise matters relevant to the Parish Council <i>Note: Decisions cannot be made on items not on the agenda. This item is limited at the Chair's discretion.</i>	
6.	NDP – Report from the NDP Committee – update on amended Draft NDP for re-submission	
7.	To consider any new highway or footpath issue	
8.	To consider any lengthsman tasks and report on grant monies claimed	
9.	To consider councillor roles within the Parish Council	
10.	Finance	
10.1	To Agree Finance Report & note Bank Balances – Appendix 1	
10.2	To Agree Payments of outstanding accounts including: 738 Clerk's expenses (including postages, stationary and mileage) £14.62 739 Clerk's salary – April 740 James Boyce – Lengthsman equipment - £94.01	
10.3	To confirm the internal auditor – Mr. Philip Brough	
10.4	To confirm exemption from the external audit process and sign the certificate	
11	To note the Health and Safety report on suitability of the clerk's office space.	
12.	To note and review the Information & Outstanding Actions Sheet (attached) – Appendix 2	
13.	To note next meeting: 3 rd May 2018 at 7.30pm in Bosbury Parish Hall	
14.	To note items for the next meeting –	

Signed: Emma Thomas(Clerk to the Parish Council) Dated: 30.3.18
 The press and public are cordially invited to attend the meeting

Information Sheet for 5.4.18 meeting

Outstanding Actions and updates (*shaded items have been completed since the last meeting and will drop from the list*)

Date - minute	Item	Status
12.03.18 minute 6	Enforcement officer	Clerk emailed enforcement officer on 28.03.18
12.03.18 minute 12	Colwall NDP	Consultation response submitted.
12.03.18 minute 9	Salt spreader	Clerk reported this missing to insurance co. on 13.03.18
1.02.18 minute 6	Letter to Kevin Bishop	This has been put on hold until planning permission has been granted (or otherwise) for Gold Hill Farm. Determination date to be 22 nd March 2018

Highways and Footpath Issues Log with Balfour Beatty

Date - minute	Item	Status
7/9/17 minute 7.2	Bridge over Stoney Brook	Response from Neil James received 18 th September. Bridge is being built. Mike Walker of BB confirmed that this would be installed in March 2018. Clerk emailed details to Tony Johnson – 13 th March 2018

Planning Application Log (last quarter displayed)

Date	App No.	Description	PC Comment	HC Decision
7.12.17	174131 174132	Buchanan Trust, North Farm, Birchwood Farm Road, HR8 1JY Proposed change of use from agricultural building to residential, a listed building to a dwelling, a brick and stone barn to a dwelling. Conversion of a steel framed barn to a dwelling and replacement of 2no outbuildings with new dwellings.	Support	Awaited
1.02.18	174602	Gold Hill Farm, Bosbury Proposed conversion of and alterations to a group of redundant traditional period barns to create 5 residential dwellings.	Support	Awaited
12.3.18	180328 180327	Brook House Farm, Bosbury, Ledbury, HR8 1QB Proposed refurbishment and extension of farmhouse, approval for unauthorised alterations made and for reinstatement where applicable. Proposed outbuilding to provide double garage, boiler and services room with studio over. Upgrade of existing septic tank to treatment plant.	Support	Awaited

Emma Thomas
Clerk to the Parish Council
30.3.18