



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

**Minutes of the meeting of the Parish Council
held at Bosbury Parish Hall on Thursday 7th March 2019 at 7.30pm**

Present: Councillors Julia Boyle (Chair), Julie E Baker, Patrick Whitehead, Charlie Ferrier, John Joyce-Townsend, Tim Newsholme, Sue Ransford, Sven Bosley, Joe Hayes, Liz Cooke and Rachel Lovering.

In attendance: Emma Thomas – Parish Clerk; James Boyce – Parish Footpaths Officer and Ward Cllr Tony Johnson

Public: 6

1. To Accept any Apologies for Absence and Note the Reason

None – all present

2. To Record any Declarations of Interest and Consider any Requests for Dispensations

Cllr Joe Hayes declared a DPI against items 8, 10 and 11 and signed the Register of Interest book

Cllr Tim Newsholme declared a NPI against items 11 and signed the Register of Interest book

3. To Consider Approval of Minutes of Parish Council meeting held on 7th February 2019

It was RESOLVED to approve the minutes and they were duly signed by the Chair.

4. To Receive a brief Report from Ward Councillor Tony Johnson

The report included the following items:

- A decision has been made by Herefordshire Council to open up hubs around the county to deal with Council services in co-operation with Parish Councils.
- The budget will be set tomorrow and is due to see a 4.9% increase in the precept.

5. To consider the Inspectors Hearing on the Travellers Sites.

It was REPORTED that Cllr Johnson has been in discussion with Cllr Patrick Whitehead regarding the Nash Lane planning application and site consultation. Cllr Whitehead was thanked by Cllr Johnson for his assistance with the facts of the issue. Both Cllrs are registered to speak at the Planning Inspectorate's Hearing at the Three Counties Hotel, Hereford on Monday 18th March at 9.30am. The more people that wished to attend this hearing the better. Planning officers – Andrew Banks and Josh Bailey - are due to visit the site next week, following which Cllr Johnson will discuss the application with them further. It was NOTED that Herefordshire Council should be looking at this site against the backdrop of the county as a whole. Cllr Whitehead REPORTED that the planning application would be going to the Planning Committee but this would not be before April now. As much support as possible would also be needed at this. Both Cllrs were thanked by the Chair for all their hard work in pursuing this matter.

A question was asked as to whether Herefordshire Council were looking for sites or transit sites – the answer was "sites". It was NOTED that the Ross-on-Wye area do not seem to have the same percentage of sites as other areas.

Cllr Johnson left the meeting

6. Public Participation Session for Local Residents to raise matters relevant to the Parish

The following item was raised –

- There had been a significant accident on Tuesday 26th February on the sharp "S" bend as you exit the 40mph zone driving towards Cradley from Bosbury. Could this issue please be raised again with Balfour Beatty and Herefordshire Council? It was REPORTED that the Parish Council had reported this before but would do so again in light of the accident and the continuing dangerous nature of this section of highway. Cllr John Joyce-Townsend AGREED to pen a letter to forward to the clerk regarding the issue.

7. Finance:

a) To Consider finance report 8 2018-19 – incl budget monitoring and bank reconciliation – Appendix 1

The clerk REPORTED that finances were within budget and looking on track for the End of the Year report. It was RESOLVED to approve the report and it and the bank statements were signed as evidence of budget monitoring and bank reconciliation.

b) To Consider Payments of Outstanding Accounts:-

785 – Clerks March Salary

786 – HMRC – PAYE £239.20

787 – Clerks expenses £12.85 (previously circulated)

788 – To consider invoice from DJN Planning for advice on responses to the examiners questions (NDP) £540

It was RESOLVED to pay the above invoices and the cheques were duly signed

8. Highways/Footpaths:

a) To consider any footpaths or highways issues for reporting to Balfour Beatty

The following issues were NOTED for reporting to Balfour Beatty

- Drains throughout Forge Bank and by the Church Gate are blocked.
- The verge by Catley Cottage is crumbling onto the highway causing traffic to swerve.
- The condition of the minor highways is being badly affected by the Storesbrook Bridge closure – especially the road through Wellington Heath to Peggs Farm.
- Pothole at the end of Southfield Lane on the last bend.
- Large pothole by Swinmore Farm – previously logged.
- Footpath signs by Pow Green Corner and Palace Farm are still missing although previously logged.
- A spring is running down the highway by Longhill House, Coddington causing the highway to break up as well as being slippery in icy weather.

b) To consider purchase of SIDs

Cllr John Joyce- Townsend REPORTED that he had received 3 quotes for SIDs. These ranged between £1900 to £3250. It was RESOLVED (Proposer: PW, Seconder: JJ-T – all in favour) to continue to hire SIDs for the time being.

c) To consider the remaining P3 grant to be claimed

The clerk REPORTED that following her claim of the kissing gates purchased as agreed 7th Feb 2019 item 7c, there would be £982.19 of P3 grant left to claim. It was therefore RESOLVED that the clerk purchase the three tools requested by the lengthsman. It was also RESOLVED that the Council would pay the invoice from JH landscapes for the kissing gates as it had been pre-approved – Cllr Joe Hayes abstained from the vote. It was further RESOLVED that should there be any remaining P3 grant monies to claim, the clerk could authorise the purchase of further gates and equipment in liaison with Cllr Joe Hayes. The claim needed to have been submitted before the April meeting.

d) To consider the quote to fill and plant the donated verge tubs.

It was REPORTED that Cllr Patrick Whitehead had kindly donated 4 large tubs to be used to replace the old verge tubs. He was thanked for his generosity. The lengthsman had been asked to submit an invoice for the planting of these and the removal of the old tubs. The quote was for £285. It was RESOLVED that the clerk request the lengthsman undertake the work.

e) To consider putting the Lengthsman role out to tender for the year 2019-20.

It was RESOLVED that the lengthsman position should be put out to tender for the coming year 2019-20. Tenders received would be discussed in the April meeting.

f) To consider the information received regarding the Modification Order to BZ77

The clerk REPORTED that further information had been received about the Order. It was RESOLVED to defer this item to the April meeting to give Councillors time to read the information and the clerk to investigate options.

9. To receive an update on the examination of the NDP and consider the responses to the examiners questions formulated by the Steering Group and the NDP consultant.

It was REPORTED that, in consultation with DJN Planning Ltd, the steering group had prepared answers to the Examiners NDP queries. These had now been returned to Herefordshire Council to forward to the examiner by the deadline of the 8th March 2019. Her final report was now awaited and would, as agreed on 7th February 2019 item 8, be forwarded to DJN Planning Ltd to check through.

10. To consider the bins and grass cuttings in the Pound Churchyard

The clerk REPORTED that she had received no further quotes for the above work, despite trying. It was therefore RESOLVED to approve the quote from JH Landscapes Ltd of £525. (Proposer: CF, Seconder: LC – all in favour except Cllr Joe Hayes who abstained)

11. To consider the church gates.

It was RESOLVED to defer this item until April, as only one quote had been received.

12. To note the list drawn up by the S106 monies working group.

It was REPORTED that the following list had been drawn up by the working group as a sensible list to submit to Herefordshire Council.

Highways:

- The purchase of 2 SID's
- To change the speed limit at the Cradley End of Bosbury by moving the 30mph to the current 40mph situation and the 40mph to the current 60mph.
- A pedestrian crossing near the new development on the Bean Field site.
- Improved car parking in the village – possibly utilising space next to the cemetery.

Community facilities:

- Develop a community green space with play equipment.
- Erect 2 bus shelters
- Install 4 benches in Coddington
- Improve access to the Old Boys School in order that it can be made more useful to the community.
- Promote sports and sports facilities within the parishes.

It was RESOLVED that the above items should be sent to Herefordshire Council to sit on the S106 Wish List for the two parishes should S106 money become available.

It was NOTED that the working group were keen to pursue the idea of a community bus to help with community issues. It was AGREED this should be an agenda item following the May elections.

5 members of the public left the meeting

13. Meetings

a) To consider the response received from Bosbury Parish Hall regarding the tables and chairs.

As it had been agreed by the secretary of the village hall committee that Alan Clarke had agreed to set out the tables and chairs, the clerk was somewhat surprised that this didn't happen until 7pm. It had been agreed that Alan would meet Cllr Whitehead at 6.45pm to discuss the layout. Alan explained that he had only agreed to set out the tables and as the booking was from 7pm he would not do it before. The clerk suggested that the booking time be altered by 5 minutes each end to enable him to come in at 6.55pm. This was declared impossible. It was RESOLVED that the clerk should discuss the matter further with the Committee secretary. The clerk thanked Alan for his offer to set out the tables.

14. To consider an update on the defibrillator Awareness Course on 28th March 2019

Cllr Julie Baker REPORTED that Bosbury Parish hall had been booked for the 28th March at 7pm for a 7.30pm start. She REQUESTED that any councillors attending arrive at 7pm to assist with the setting up of the hall. Help was also needed with the tea and coffee. Cllrs Liz Cooke and Sue Ransford offered to help. Cllr Patrick Whitehead agreed to drop posters off in the morning for displaying on notice boards.

15. Information Section and Correspondence:

a) To Review Outstanding Actions

The table below was NOTED

Date - minute	Item	Status
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 – moved to 19 th April 2018. Determination date moved to 28 th June 2018. To be reviewed at some point.
17.09.18 minute 3	Storesbrook Bridge Closure	The clerk received a response from Mr Hall regarding agreed actions. Previously circulated to cllrs. It was REPORTED that Cllr Sven Bosley had attended a further meeting on the topic. It looked possible that the work would be delayed until after Christmas. The alternative route map due to be emailed to the clerk had not yet arrived. It was possible that the surrounding highways would be attended to when the bridge was shut too. The Map has arrived and been circulated – suggested routes need highlighting. The clerk emailed Balfour Beatty suggesting that this should be HC's role not that of the PC. Response awaited. Closure deferred until 8 th January 2019. Closure underway. It was REQUESTED that the clerk ask Cllr Tony Johnson for weekly updates on progress. Updates now being received and forwarded. The new bridge is now in place.

b) To consider the correspondence received from Mr Barron – previously circulated

It was RESOLVED that the Parish Council could not get involved in private parishioner matters but would forward Mr Barron's letter onto the Buchanan Trust if he wished.

It was RESOLVED that the clerk write to the Buchanan Trust explaining that they are not to be used as a conduit for information between the Trust and its beneficiaries

c) To consider the forthcoming elections

The clerk REPORTED that following further election training, she had nomination packs to hand out of Councillors wishes to re-stand for election in May. She advised that following the elections – contested or otherwise – Councillors submit their expenses form immediately as it was an offence to sit at a Council meeting until they had done so and could be subject to a fine. An expenses form had to be submitted even if £0 expenses had been spent.

16. To Raise Items for Next Scheduled Parish Council Meeting (no discussion)

The following items, not already within these minutes, were raised:

Coddington Defibrillator and Notice boards

17. To note the date of the next Parish Council meeting – 4th April 2019 – Coddington Church

Noted

Signed: _____



Dated: _____

4. 4. 19.