



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 Coddington Church on Thursday 4th April 2019 at 7.30pm**

Present: Councillors Julia Boyle (Chair), Julie E Baker, Patrick Whitehead, Tim Newsholme, Sue Ransford, Sven Bosley, Joe Hayes and Liz Cooke.

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

Public: 0

1. **To Accept any Apologies for Absence and Note the Reason**
Apologies were RECEIVED and ACCEPTED from Cllrs Charlie Ferrier - work, John Joyce-Townsend - personal and Rachel Lovering - work.
2. **To Record any Declarations of Interest and Consider any Requests for Dispensations**
Cllr Joe Hayes declared a DPI against items 7b and 11 and signed the Register of Interest book
Cllr Tim Newsholme declared a NPI against items 8d and signed the Register of Interest book
3. **To Consider Approval of Minutes of Parish Council meeting held on 7th March 2019**
The minutes were APPROVED and duly signed by the Chair.
4. **To Receive a brief Report from Ward Councillor Tony Johnson**
Cllr Tony Johnson's report included the following items:
 - The Planning Inspectors response at the Traveller's Site Hearing was disappointing. Having spoken to the planning officer this will now be going to the Planning Committee in June or July.
 - The planning officer has been requested to confirm exactly how many sites, and of what type, are being requested.
5. **To consider an update on the Inspectors Hearing on the Travellers Sites and note the advice given.**
Thanks were given to Cllrs Patrick Whitehead and Tony Johnson for speaking at the meeting. It was NOTED that it was disappointing that no other councillors attended nor any parishioners. This would not have helped the case for dismissing the site within the consultation process.
6. **Public Participation Session for Local Residents to raise matters relevant to the Parish Council**
The following item was NOTED on behalf of a parishioner:
 - Could the overgrown hedges by the entrance and exit to Brook Lane from the B4220 be logged again? It is a safety issue. The walkway from Aylescroft is also unusable as a result of the overgrown hedges and parishioners are having to walk in the highway.
7. **Finance:**
 - a) **To Consider End of Year finance report 2018-19 – incl budget monitoring and bank reconciliation – Appendix 1**
The clerk reported that both income and expenditure had been within budget for the year, finances were healthy and that she was waiting on the final bank statement to submit the accounts to the internal auditor. The report was APPROVED and the sheet and bank statement signed as evidence of bank reconciliation and budget monitoring. Cllr Patrick Whitehead was thanked for the time taken over the past year to double check the finance report.
 - b) **To Consider Payments of Outstanding Accounts:-**
 - 790 – Clerks April Salary – to be paid when payslip arrives.
 - 791 – Clerks expenses £16.64 (previously circulated)
 - 792 – DJN Planning Ltd – NDP Fact Check - £300
 - 793 – Autela – payroll services - £47
 - 794 – JH Landscapes Ltd – P3 materials as agreed - £1141.20
 - 795 – ITSA Marine Ltd – P3 materials as agreed - £600The following invoices were APPROVED for payment and the cheques were signed. It was AGREED that the clerks salary – cheque 790 – could be signed between meetings once the payslip arrived.

8. Highways/Footpaths:

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

Cllr Julie Baker REPORTED that the Community Police Officers had been in Bosbury completing speed checks. On the 3rd April between 2.45 and 3.30pm 30 cars had been checked. The highest speed had been 36mph and the lowest 22mph. They will issue warning letters to those speeding. They are happy to come again. Cllrs were REQUESTED to let Cllr Baker know which areas Cllrs would like them to check and when. Thanks was given to the parishioner who mentioned the matter to Cllr Baker and the Police.

The following highway issues were NOTED for reporting:

- Potholes by Saltbox cottage
- Blocked drain by Saltbox cottage
- Blocked gully in Raikham Lane
- Culverts blocked by Little Riddings causing the ditch to overflow.
- Potholes by Cold Green Farm
- Dip in the road by the turning to Woofields Farm

The clerk NOTED that all of these have been logged before. She would therefore email the Locality Steward to re-log them.

b) To note the final P3 grant to be claimed

The clerk REPORTED that all of the P3 grant had been claimed.

c) To consider appointing a lengthsmen for the year 2019-20.

The clerk REPORTED that she had only received a tender from the current lengthsmen. It was RESOLVED (Proposed: Cllr Sven Bosley; Seconded: Cllr Patrick Whitehead) to employ the current lengthsmen for a further year.

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

The clerk REPORTED that, following discussions with the planning inspectorate, the Council could resubmit an objection if they wished, as long as it was relevant to the existing rights only. It was AGREED that Cllr Patrick Whitehead would look at the documents further and bring a recommendation to the May meeting.

9. To receive an update on the examination of the NDP; the Fact Check and the remaining grant monies.

The clerk REPORTED that the Fact Check had been completed by David Nicholson as agreed and sent to HC to submit to the examiner. It was RESOLVED (Proposer: Cllr Liz Cooke; Seconded: Cllr Joe Hayes) that all the examiners recommendations and alterations are made by the clerk and the final draft submitted to HC. It was then RESOLVED (Proposer: Cllr Tim Newsholme; Seconded: Cllr Joe Hayes) that this final draft be APPROVED to go forward for referendum as soon as possible – with the date of the 30th May a possibility. It was NOTED that there is £160 of grant money remaining.

10. To consider the Ledbury Food Bank Outpost in Bosbury.

The clerk REPORTED that the Ledbury Food Bank would like to trial an outpost in Bosbury. This idea was AGREED in principle.

11. To consider the church gates.

Cllr Liz Cooke REPORTED that a further quote had been received. She gave thanks to Cllr Patrick Whitehead for attending the meeting with the contractor as she was unavailable at the last minute. As the quotes were for slightly different items it was AGREED that the original quote should be resubmitted to reflect the same design of gate as the second. A quote will be chosen at the May meeting.

12. To consider the notice boards in the parishes.

The clerk REPORTED that Bartestree with Lugwardine Group Parish Council had agreed to this Council having their redundant noticeboard for a small donation. It was RESOLVED (Proposer: Cllr Julia Boyle; Seconded: Cllr Liz Cooke) that £25 be donated and the cheque was signed. It was RESOLVED that the lengthsmen should erect the board in place of the old one at Coddington Cross. Cllr Joe Hayes AGREED to donate two galvanised posts to erect it on. He was warmly thanked.

13. Meetings

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

The clerk REPORTED that she had given feedback to the Parish Hall Secretary as he had requested. The matter was being discussed by the committee and a response would be sent shortly.

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

It was REPORTED that the course had been very successful and attended by 20 parishioners. The volunteer from The community Heart Beat Trust who led the event was excellent and had been thanked. Cllr Julie Baker was thanked for organising the event and Cllrs Sue Ransford and Julia Boyle for helping with refreshments. A similar evening will be planned for Coddington.

15. To consider an update on the Coddington defibrillator

Cllr Sue Ransford REQUESTED that, now it was the new financial year, she be able to order the defibrillator for Coddington at a price of £1895 + VAT. It was RESOLVED (Proposer: Cllr Julia Boyle; Second: Cllr Liz Cooke) that this should go ahead. It was further RESOLVED (Proposer: Cllr Joe Hayes; Second: Cllr Patrick Whitehead) that the cheque for this could be signed between meetings if need be.

16. To thank the Parish Councillors for their efforts on behalf of the parishes over the last 4 year period.

Cllr Julia Boyle – as Chair – thanked all councillors for their hard work, dedication, training and attendance over the past four years. Cllr Patrick Whitehead was thanked particularly for his input with planning and finance matters. The clerk was also thanked for her hard work.

17. Information Section and Correspondence:

a) To Review Outstanding Actions

The following table 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 – completion date delayed.

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

None not already included.

19. To note the date of the Annual Meeting of the Parish Council and the Annual Parish Meetings – 16th May 2019 – Bosbury Parish Hall

Noted

The meeting closed at 20.52

Signed: _____

Dated: _____

16.5.19