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**Minutes of the meeting of the Parish Council
held at Coddington Church on Thursday 6th June 2019 at 7.30pm**

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

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

Cllr Joe Hayes DECLARED at DPI against item 11 and signed the Register of Interest book.

3. To Consider Approval of Minutes of Parish Council meeting held on 16th May 2019

The minutes were APPROVED and duly signed by the Chair.

4. To consider Approval of the minutes of the Annual Parish Meeting held on 16th May 2019 and any issues raised therein.

The minutes were APPROVED and duly signed by the Chair.

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

Cllr Tony Johnson was congratulated on being re-elected and gave the following brief report:

- As no party had overall control within Herefordshire Council the administration was still somewhat unclear. Cllr Johnson was now a member of the Planning Committee.

6. To consider an update on the Travellers Sites situation

It was RESOLVED to take planning item 5.3 from the Planning Committee under this item by way of an update on the situation.

183661 - Oakfield, Nash End Lane, Bosbury, Ledbury, Herefordshire

Proposed extension to an existing gypsy/travellers site comprising 5 no. residential pitches, 1 no. extended dayroom, 1 no. utility block, 1 no. access, hardstanding and associated works.

It was RESOLVED to object to this application. The new application has not taken any heed of what the Planning Inspector put in his report. It was RESOLVED that the clerk would, alongside Cllr Patrick Whitehead, formulate a response based on planning considerations and forward it the Council for their approval, early next week, by email.

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

Several items were raised via Councillors. They are as follows:

- The Old Chapel in Bosbury have replaced the old clay tiles with concrete ones – this is thought out of keeping with the listed building and has been requested that the planning enforcement team look at it.
- The hedges, already logged several times, by the turning to Southfield Lane are obstructing safe vision of the highway and need urgent cutting back.
- The hedge by Slatchwood also needs cutting back.
- Although Dowdings Brook Cottage is now vacant there are still people living in caravans on the site.

8. Finance:

a) To Consider June finance report – incl budget monitoring and bank reconciliation – Appendix 1

The clerk REPORTED that the finance sheet had been updated with this year's budget figures. She reported that due to the generous donation by the Friends of Ledbury Hospital for the Coddington defibrillator the Council may fall into the category this year of needing an external audit. The report was APPROVED and duly signed, along with the bank statements, as evidence of budget monitoring and bank reconciliation.

b) To Consider Payments of Outstanding Accounts:-

- 803 – Clerks June Salary
- 804 – Clerks expenses £46.09 (previously circulated)
- 805 – HALC – annual subscription £627.65
- 806 – HMRC - £234.60

All the above invoices were APPROVED for payment and the cheques were signed.

9. Highways/Footpaths:

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

The following issues were RAISED

- Cllr Julia Boyle would continue to try to contact the Locality Steward regarding ditch and drainage issues near the Woofield turning.
- Cllr Sven Bosley would clear the ditch by Slatchwood.
- The Head and Chair of Governors from the Primary School had enquired as to what else could be done to prevent speeding through the village. It was RESOLVED that the Clerk would send a letter explaining all the initiatives that the Council have tried. Cllr Liz Cooke would get the flashing lights working again.

b) To consider any work for the lengthsman

It was REQUESTED that the Lengthsman clear the ditch by Salt Box Cottage and put it on his list for routine clearing.

c) To consider the storage and installation of the kissing gates

Cllr Joe Hayes AGREED to store the gates. He was thanked for this.

It was AGREED that three kissing gates would be offered to the following landowners free of charge for the following positions as long as they agreed to install them.

- 1) Gerald Blandford, Temple Court, Bosbury HR8 1HA Replace existing broken wood kissing gate on path from Bridge House to Catley Cross BZ36A
- 2) Robert Lane, Old Court, Bosbury HR8 1QT Replace high roadside stile at Englands Bridge at the confluence of BZ47 and BZ48 to make dismounting into the road much safer
- 3) Mrs C.E.James, The Grange, Bosbury, HR8 1JT
Mr F.W. Simcock, Woofields Farm, Coddington HR8 1JJ.. Replace 2 awkward stiles with one kissing gate at the confluence of BZ75, BZ72, CG8, CG9

All 3 sites are on The Herefordshire Trail and have high footfall

10. To receive an update on the date of referendum of the NDP

The clerk REPORTED that the date for the referendum has been set for the 11th July 2019. It was RESOLVED that the remaining NDP grant money should be spent of posting a leaflet to all households in the parish reminding them of the benefits of the NDP. It was RESOLVED that the clerk could spend up to £100 on the A5 leaflet and whatever was needed to post a leaflet to each household second class. The clerk REPORTED that she would get the leaflet approved by Herefordshire Council Neighbourhood Planning team.

11. To consider the church gates.

It was RESOLVED to accept the quotation of £2150 from Ian O'Boyle to replace the Burial Ground gates. It was REQUESTED that the clerk keep the old gates as they are to be returned to the daughter of their maker.

12. To sign the Burial Ground Bin Collection Contract and Direct Debit form (Finance Regs 6.7)

The contract for the collection of the bin was SIGNED by the clerk on behalf of the Council. It was RESOLVED to pay for the contract by direct debit and the bank instruction was signed.

13. Meetings

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

It was reluctantly RESOLVED to end this dialogue with the Parish Hall on this matter.

14. Information Section and Correspondence:

a) To Review Outstanding Actions

The following table discussed

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.
16.05.19 minute 9	Land owned by Fortis Housing	Clerk wrote a letter of complaint about the litter on 23 rd May 2019. Awaiting further detail from Cllr Liz Cooke. Cllr Liz Cooke had emailed photos which the clerk has sent to Fortis – a response is still awaited.
16.05.19 minute 15d	Letter written to Balfour Beatty re speeding measures at the Catley end of the village	Clerk sent letter to Balfour Beatty on 23 rd May 2019. A response is awaited.
16.05.19 minute 20	Installation of the Coddington Defibrillator	Cllr Ransford REPORTED: The Defibrillator has been paid for an the covering donation received from the Friends of Ledbury Hospital. A letter of thanks has been sent to them. Andy Box is ready to install the defibrillator as soon as it arrives. Once up an article needs to be put in the local Coddington newsletter and the Ledbury Reporter.

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

- Update on the Travellers Site

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

Noted

The meeting closed at 8.52pm

Signed: _____

Dated: _____

4.7.19