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

Present: Councillors Julia Boyle (Chair), Sven Bosley, Julie E Baker, Patrick Whitehead, Rachel Lovering, Joe Hayes, Liz Cooke and Charlie Ferrier.

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

Public: 5

1. **To Accept any Apologies for Absence and Note the Reason**
Apologies were RECEIVED and ACCEPTED from Cllrs: Tim Newsholme – work; Sue Ransford – family commitments and John Joyce-Townsend – Illness.
2. **To Record any Declarations of Interest and Consider any Requests for Dispensations**
None
3. **To Consider Approval of Minutes of Parish Council meeting held on 3rd October 2019**
The minutes were APPROVED and duly signed by the Chair.
4. **Public Participation Session for Local Residents to raise matters relevant to the Parish**
The following items were RAISED:
 - It was planned that the Three Shires Car Rally would be taking place on some of the highways in the eastern part of the parish on Sunday 6th September 2020. The route would be closed to traffic (except residents) from 7am-5pm on this day. Residents would only not be able to use the highway for approximately two one hour slots during the day. Every resident will receive a leaflet and have a visit from the Committee to explain the event nearer the time. Two weeks before the event they would then receive a handbook too. The Parish Council will be consulted on this event in January. Previous events run by the group had been praised as well managed and organised.
 - Cllr Liz Cooke has the updated "Village Welcome Packs".
5. **To Receive a brief Report from Ward Councillor Tony Johnson**
Cllr Johnson's report included the following items:
 - Could the Clerk let him know if any further issues arose due to standing water opposite Stoneyhouse Farm?
 - It was hard to ascertain any precise details re travellers sites proposed in Bosbury from Herefordshire Council.
 - The new Council leaders report had been forwarded to all – with the main issue being the pausing of the bypass.
 - It appears that the new university is also moving very slowly which is concerning for the funding received.
 - Gigaclear seem to having issues with one landowner with regard to access onto the land to lay cables. Cllr Johnson will try to ascertain who the landowner is so that the Parish Council may assist if possible.
6. **To consider the approved planning application 191684 – The Willows**
Concern was RAISED about the process and outcome of the planning decision related to this application. The Parish Council had objected unanimously to Condition 10 being removed on this site and were disappointed to find this had been ignored in the planning decision. Within the report it appeared as if Cllr Johnson had approved this decision. Cllr Johnson CLARIFIED that he had not approved the decision, but rather that it should be dealt with by the planning officer and not the planning committee. He REPORTED that it did not meet the criteria for going to planning committee. Cllr Johnson APOLOGISED that he had not contacted the Council to let them know that this was the situation. He CONFIRMED that he had fought hard against further traveller site development within the parishes and would continue to do so.
7. **To consider an update on the shooting at The Hill Farm in Castle Frome on Sundays.**
The clerk REPORTED that she had had no response to the letter sent to The Hill Farm. It was RESOLVED that she should write again – including more detailed timings of recent events and request a response.
8. **Finance:**
 - a) **To Consider November finance report – incl budget monitoring and bank reconciliation – Appendix 1**
The clerk REPORTED that budget was slightly underspent for the time of year and that finances were healthy. The report was APPROVED and along with the bank statements were signed as evidence of budget monitoring and bank reconciliation.

b) To Consider Payments of Outstanding Accounts:-

821 – Clerks November Salary

822 – Clerks expenses £20.74 (previously circulated)

823 – Lengthsman £1708.76

It was RESOLVED to approve the above invoices for payment and the cheques were signed.

c) To consider funding for a charity counselling group for single parents

d) To consider funding for a toddler group in Bosbury.

It was RESOLVED that the clerk should send the Grants and Donations Policy to both the above parties in order to collate all the information needed regarding the requests before the December meeting.

e) To consider approving the draft 2020-21 precept and budget.

It was RESOLVED to approve the 2020-21 budget and precept request. The clerk and Cllr Whitehead were thanked for the time taken to draw up the draft. (Proposer: Cllr Liz Cooke; Seconder Cllr Sven Bosley – all in agreement)

9. Highways/Footpaths:

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

The following issues were RAISED:

- The street light opposite Karsland was no longer working.
- Could an update please be given on the situation concerning the stream by Raycomb Lane, damaged drain by Salt Box Cottage, Catley and the drain by Briarcroft.
- The drain was blocked by Temple Court Drive on the north-side of the highway.

b) To consider any work for the lengthsman

It was REQUESTED that the area around the memorial, Old Boys School and Church be cleared in preparation for Remembrance Sunday this weekend.

c) To consider an update on the light at the Village Hall

It was REPORTED that a solution had been found to the issue by changing the bulb to an LED one and covering part of the lamp with tape.

d) To consider highway issues at the Cradley end of Bosbury Village in preparation for the Police and Crime Commissioner, Balfour Beatty and Herefordshire Council's visit to the December Parish Council meeting

It was RESOLVED that a parishioner would give a summary of the issues at the December meeting. The Parish Council would then list the outcomes they wished to see to resolve the issues. The parishioner AGREED to canvas other properties in the vicinity to get their opinions in time for the meeting.

10. To consider an update on broadband within the Parishes.

It was REPORTED that Herefordshire Council and Gigaclear seemed to be giving different timescales for fibre cable to be installed in Coddington. It seems unlikely to be completed before 2020. Access over a piece of land seemed to be hold up as reported by Cllr Johnson in item 5. It was AGREED that it would be helpful to know in case to Parish Council could assist with the issue.

11. To consider inviting Andrew Bower of the Buchanan Trust to a meeting to give an update.

It was RESOLVED that the clerk should invite Mr Bower to the February meeting to give an update.

12. To consider the defibrillators with regard to insurance.

It was AGREED that the amount of insurance cover needed to be increased to £7000 for all three defibrillators. IT was RESOLVED that the clerk should contact the insurance company to instruct this. Any increase in premium would be paid in the December meeting. It was NOTED that Cllr Julie E Baker would approach the Village Hall for a letter regarding permission to hang the Bosbury defibrillator on the hall wall and that Cllr Sue Ransford would ask for written permission from the owners of the wall on which the defibrillator is mounted in Coddington.

13. To consider a twinning link with Rwanda

It was RESOLVED that the clerk would find out further details about the process from HALC

14. To consider the 75th VE Day Celebrations

It was RESOLVED that the clerk would ask HALC about preparations and plans for the day.

15. To consider meeting venues for 2020

It was RESOLVED that the clerk should approach the Primary School about the possibility of it becoming a meeting venue in 2020. A final decision about meeting venues would then be taken in December. The clerk could go ahead and book Coddington Church for the February meeting.

16. Information Section and Correspondence:

a) To Review Outstanding Actions and updates

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.
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. Clerk has since emailed pin-pointing exact position – still awaiting a response
03.10.19 minute 6	Have the conditions of application 183661 been met?	Clerk emailed Planning Officer on 7 th October 2019 – response received and circulated.

b) Correspondence:

It was REPORTED that Cllrs Charlie Ferrier and Julia Boyle, along with the clerk, had attended an information evening concerning the Core Strategy Review being undertaken by Herefordshire Council. It was AGREED that while this would not affect their NDP until 27th August 2021 a watchful eye needed to be kept on any proposed changes. It was RESOLVED that the clerk should write to HC to get written confirmation that the NDP would continue to carry full weight until the 27th August 2021. It was further RESOLVED that the clerk should query the lack of a Coddington NDP with HC. It was felt important that the process was begun to put one in place. It was RESOLVED to form an NDP Committee (made up of Cllrs: Charlie Ferrier; Julia Boyle; Sven Bosley and the clerk to take this forward if necessary and to keep a watching brief on National and Local planning policy changes.

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

None

18. To note the date of the next Parish Council meeting – 5th December 2019 – Coddington Church

NOTED

The meeting closed at 9.25pm

Signed: _____



Dated: 5/12/19.