



Parish Clerk: Emma Thomas,
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**Minutes of the meeting of the Parish Council
held online via Zoom – due to the Coronavirus Pandemic
on Thursday 1st October 2020 at 7.30pm**

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

In attendance: Emma Thomas – Parish Clerk
Ward Cllr Tony Johnson.

Public: 0

1. **To Accept any Apologies for Absence and Note the Reason**
Apologies were RECEIVED and ACCEPTED from Cllr Joe Hayes – work.
2. **To Record any Declarations of Interest and Consider any Requests for Dispensations**
None
3. **To Consider Approval of Minutes of Parish Council meetings held on 3rd and 23rd September 2020**
The minutes were APPROVED and duly signed by the Chair.
4. **Public Participation Session for Local Residents to raise matters relevant to the Parish Council**
None
5. **To Receive a brief Report from Ward Councillor Tony Johnson**
The report included a discussion on the implications of the Planning White Paper.

Ward Cllr Tony Johnson left the meeting

6. **Planning**
 - a) **To receive an update on the Central Government Planning Reforms White Paper.**
This was included in item 5.
 - b) **To consider an update on clay pigeon shooting at The Hill Farm – Castle Frome**
It was AGREED to defer this item until Cllr John Joyce-Townsend is present.
7. **Finance:**
 - a) **To Consider October finance report – incl budget monitoring and bank reconciliation – Appendix 1**
The clerk REPORTED that budget remained underspent and that finances were healthy. The report was APPROVED as evidence of budget monitoring and bank reconciliation.
 - b) **To consider payments of outstanding accounts:**
 - 861 – Clerk's October Salary
 - 862 – Clerk's October expenses £24.95
 - 863 – Lengthsman August maintenance £737.84
 - 864 – Balfour Beatty – August SID hire £276The above invoices were APPROVED for payment.
 - c) **To note the direct debit payment of £77.94 to Herefordshire Council for waste collection from the burial ground.**
NOTED
 - d) **To consider becoming members of Hereford Green Network £25**
It was RESOLVED become a member at a cost of £25 for the remainder of the year.
 - e) **To consider setting a draft budget for presentation at the November meeting**
It was AGREED that Cllr Patrick Whitehead would prepare the draft budget, alongside the clerk, for presentation at the November meeting.
 - f) **To consider how long to publish the "Conclusion of Audit" Notice for.**
The clerk REPORTED that it was now up to the Council to determine how long the notice should be hung on the boards. It was AGREED that 14 days was sufficient.

8. Highways/Footpaths:

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

The following items were NOTED for reporting:

- Potholes by Salt Box Cottage on the C1152
- Standing Water by Morton Cottages Bosbury.
- Grip by The Firs is silted up.
- All the drains along the main road in Bosbury are silted up and need rodding. This should be done twice a year.
- An update on the situation of the spring that runs down Raycombe Lane, Coddington.

b) To consider any work for the lengthsman including the pothole by the burial ground.

It was AGREED that the lengthsman should price for doing works to the pothole as listed by Cllr Joe Hayes. It was AGREED that a longer term plan for this area needed formulating. Thanks were given to the lengthsman for building a neat picket fence in the burial ground and for mowing the verges recently.

c) To consider an update on the placing of "Unsuitable for HGVs" signs at each end of Catley Lane
The clerk REPORTED that she was still waiting for the quote.

d) To receive an update on the Safer Roads application for highway issues at the Cradley End of the village
The clerk REPORTED that she had submitted the application and was awaiting a response.

e) To consider an update on purchasing a SID for the parishes and consider the quotations received.
The clerk REPORTED that a variety of quotes had been received. She REPORTED that posts would also have to be purchased. It was AGREED to consider the quotes in readiness for a decision in November. It was NOTED that the batteries would need replacing approximately 5 yearly. It was AGREED that the clerk should determine how data was downloaded from the SID.

9. To consider the defibrillator.

It was REPORTED that the pads at the Catley defibrillator need changing in December. It has however been confirmed that this defibrillator is covered by the CHT maintenance plan until May 2021 and the cost of the pads is included.

10. To consider the ongoing issue with rubbish at the Forge Bank Garages.

It was REPORTED that rubbish was still accumulating by the garages. It was AGREED that the clerk should write to the Housing Association.

11. To consider altering the Standing Order (item 3s) to include the ability to vote by paper ballot if deemed appropriate.

It was RESOLVED to alter the Standing Orders to reflect this change.

12. Information Section and Correspondence:

a) To Review Outstanding Actions and updates

None

b) Correspondence:

Consultation on Code of Conduct Complaints – to be discussed in November.

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

None

14. To note the date of the next Parish Council meeting – 5th November 2020 – Online via Zoom

NOTED

The meeting closed at 20.19

Signed: _____

Dated: _____

5/11/2020