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**Minutes of the meeting of the Parish Council  
held online via Zoom – due to the Coronavirus Pandemic  
on Thursday 3<sup>rd</sup> December 2020 at 7.30pm**

**Present:** Councillors Julia Boyle (Chair), Sven Bosley, Julie E Baker, Joe Hayes, Tim Newsholme, Patrick Whitehead, Liz Cooke, Rachel Lovering 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**  
None

2. **To Record any Declarations of Interest and Consider any Requests for Dispensations**  
Cllr Joe Hayes DECLARED a NPI against item 8h. The clerk signed the book on his behalf.

3. **To Consider Approval of Minutes of Parish Council meetings held on 5<sup>th</sup> November 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**  
Cllr Johnson's report included the following items:  
- Full Council on the 11<sup>th</sup> will discuss the transport Highway situation in Hereford.  
- Chief Executive Mr Alastair Neill is leaving.  
- Phosphates continue to cause issues for planning matters.

*Cllr Johnson left the meeting*

6. **Planning**  
a) **To receive an update on the Central Government Planning Reforms White Paper.**  
Little information has been forthcoming.

b) **To consider an update on clay pigeon shooting at The Hill Farm – Castle Frome**  
It was AGREED to take this item off the agenda as the situation has improved lately.

c) **To receive an update on the NDP Review meeting held with Herefordshire Council NDP Team**  
The clerk REPORTED that she had attended this meeting. The advice received from Herefordshire Council was that if a review could not be completed within two years it would be better not to start. NDP's continue to carry significant weight even once over two years old. It was AGREED that the NDP was being used effectively in planning decisions and a review at this present time was not needed.

7. **Finance:**  
a) **To Consider December finance report – incl budget monitoring and bank reconciliation – Appendix 1**  
The clerk REPORTED that finances were healthy for the period. The report was APPROVED as evidence of budget monitoring and bank reconciliation.  
b) **To consider payments of outstanding accounts:**  
872 – Clerk's December Salary  
873 – Clerk's December expenses £10.84  
874 – Lengthsman November maintenance £300  
The above invoices were APPROVED for payment.  
c) **To receive an update on switching bank accounts and consider obtaining online banking access for the NatWest Account and adding bank signatories to this account.**  
It was REPORTED that although banks had submitted switch offers for this bank account, most did in fact not accommodate "community" accounts. It was AGREED to continue with NatWest and enable online banking facilities. It was further AGREED to add Cllrs Liz Cooke; Charlie Ferrier and Julie Baker as signatories on the account.



## 8. Highways/Footpaths:

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

The following issues were RAISED:

- Two trenches on the roadside between the "give way" sign and burial ground have appeared and need filling.
- There is significant mud on the highway by Rook Row Farm and on the Catley Lane.

### b) To consider any work for the lengthsman

The following items were RAISED:

- Clear the churchyard nearer to Christmas
- Clear the grips by Salt Box Cottage

### c) To receive an update on the Safer Roads application for highway issues at the Cradley End of the village

The Clerk REPORTED that it was possible she would be asked to resubmit this application under the "Safer Roads" fund but she is still waiting for confirmation. It was AGREED that the clerk should resubmit this application if need be and would continue to chase up a response

### d) To consider an update on purchasing a SID for the parishes and consider the quotations received.

It was REPORTED that the clerk had been unable as yet to liaise with the Hampton Bishop contact due to a family crisis. It was AGREED to defer this item until contact has been made.

### e) To consider a response to the Three Shires Stages – 5<sup>th</sup> Sept 2021 Consultation

It was RESOLVED to support this event.

### f) To consider the pre-order consultation for proposed public path diversion of BZ27(part) – Appendix 2

It was RESOLVED to object to this diversion on the basis that it goes over Common land with no clear ownership. It was AGREED that the clerk would respond.

### g) To consider requesting that white lines are removed along the gutter by "The Crown House".

It was RESOLVED that the clerk should contact Balfour Beatty about the markings to see if minor alterations could be made.

### h) To consider contributing to the cost of 4 "Parking Pals" signs to assist with parking issues at Bosbury Primary School.

It was RESOLVED that the clerk would request that the PCSO be at the school more often at drop off and pick up times to assist with this. The clerk will also contact the Head to discuss the above project further before a contribution is made.

## 9. Information Section and Correspondence:

### a) To Review Outstanding Actions and updates

None

### b) Correspondence:

The clerk REPORTED that the following items had been received:

- Resignation letter received from Cllr John Joyce-Townsend. It was AGREED that clerk should write a letter of thanks to Mr Joyce-Townsend for all his hard work on the Council over the years – particularly on highways and safety.
- An email from Liz Clutterbuck with regard the picket fence around the compost heap in the burial ground. – It was AGREED that the clerk would acknowledge receipt.
- An invoice from HMRC for PAYE £312.20. It was AGREED to make this payment as there was no meeting in January and the payment would otherwise be late.

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

Defibrilators

## 11. To note the date of the next Parish Council meeting – 4<sup>th</sup> February 2021 – Online via Zoom

NOTED

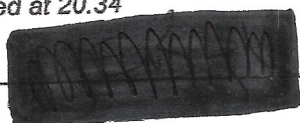
*A resolution was passed to exclude the Press and Public from the following confidential item*

## 12. To consider the Clerk's Annual Appraisal

The clerk's Annual Appraisal was deemed successful and she was thanked for her hard work.

The meeting closed at 20.34

Signed: \_\_\_\_\_



Dated: \_\_\_\_\_

4/2/21