



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 4th March 2021 at 7.30pm**

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

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

Public: 1

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**
None
3. **To Consider Approval of Minutes of Parish Council meetings held on 4th February 2021**
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

Cllr Joe Hayes joined the meeting

5. **To Receive a brief Report from Ward Councillor Tony Johnson**
Cllr Johnson's report included the following items:
 - Nitrates in the River Lugg Catchment Area are causing issues for NDP's
 - Visiting cars at the Malvern Hills are causing significant issues for residents in the areas.

Cllr Johnson left the meeting

6. Finance:

- a) **To Consider March finance report – incl budget monitoring and bank reconciliation – Appendix 1**
The clerk REPORTED that finances remained healthy. Cost codes covering insurance and subscriptions were slightly overspent as was the Burial Ground (for reasons previously agreed), however overall the budget remained underspent. Subscriptions would appear very overspent by the end of the year but this was due to HALC invoicing late for the last financial year so both subscriptions appear in this years finances. The report was APPROVED as evidence of budget monitoring and bank reconciliation.
- b) **To consider payments of outstanding accounts:**
 - 883 – Clerk's March Salary
 - 884 – Clerk's March expenses £12.48
 - 885 – Lengthsman Jan/Feb maintenance £225
 - 886 – HALC 2021-22 Subscription £646.08The clerk REPORTED that the HMRC PAYE invoice had been submitted too late for the agenda but would need paying before the end of March. It was AGREED in this instance to pay the invoice for £296.40
- c) **To receive an update on obtaining online banking access for the NatWest Account and consider moving to Unity Trust Ltd.**
The clerk REPORTED that NatWest did not provide the facility for two signatories to authorise a payment. She REPORTED that she had recently moved another of her Councils to Unity Bank Ltd. The account had been fully open within 10 days of first contact. Unity Bank charge £6 a month for the service. It was RESOLVED to move to Unity Bank Ltd. The authoring signatories would remain as Julia Boyle; Sven Bosley, Joe Hayes, Charlie Ferrier, Liz Cooke and Julie Baker. The Clerk would be the point of contact and authorised to set up payments.

7. Highways/Footpaths:

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

- Drainage pipework by Salt Box still causing issues
- Footpath signpost by Ridings is broken
- Spring in Coddington still causing issues along the Raikham Lane
- Blocked drains along the turning at Coddington Cross
- Drains blocked by 49 Forge Bank

b) To consider any work for the lengthsmen

None

c) To consider the lengthsmen tenders received and appoint a lengthsmen for 2021-22.

The clerk REPORTED that one tender had been received. It was RESOLVED to appoint Mr. A. Thomas as lengthsmen for the year 2021-22

d) To consider the Proposed Footpath Diversion Order BZ27

The email from Herefordshire Council's Rights of Way Officer was NOTED. It was RESOLVED to stand by the comments made on the 3rd December 2020

e) To consider ditch clearance.

It was REPORTED that a man and a digger and dumper could be hired for a daily rate of £480 per day. It was AGREED that the clerk should ask the Locality Steward which ditches he had cleared in the area recently; to ask the Ward Cllr to encourage Balfour Beatty to complete the ditch clearance and if not then to contact Balfour Beatty stating that the Parish Council will carry out the works and invoice Balfour Beatty for them.

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

The clerk REPORTED that she had circulated the SID comparison sheet to all. Cllr Bosley has also obtained various quotes. It was AGREED to defer this item until the details had been considered.

8. To consider The Farm, Bosbury – Woodland Management Plan Consultation.

It was RESOLVED to thank the landowner for the comprehensive and well thought out document. Concerns of mud on the highway and footpaths being affected during works were raised for noting.

9. To note the Tree Preservation Order on the Norway Maple and Common Lime trees at The Vicarage, Bosbury
NOTED

10. Information Section and Correspondence:

a) To Review Outstanding Actions and updates

- Awaiting to hear with regards the Safer Roads Grant.

b) Correspondence:

- The clerk has received information regarding NDP's within the Lugg Catchment Area. She confirmed that this would not have an effect on this NDP.
- Correspondence relating to Empty Houses has been circulated. It was AGREED that Hollymount and Old Briarcroft should be reported as being empty.

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

Forge Bank Litter

12. To note the date of the next Parish Council meeting – 1st April 2021 – Online via Zoom

NOTED

The meeting closed at 20.23

Signed: _____ Dated: _____