



Parish Clerk: Emma Thomas,  
Hadleigh, Bishops Frome, Worcester, WR6 5AP  
Tel: 01885 490414  
email: [bcp Parish Clerk@gmail.com](mailto:bcp Parish Clerk@gmail.com)  
[www.bosburyandcoddington.co.uk](http://www.bosburyandcoddington.co.uk)

**Minutes of the meeting of the Parish Council  
held at Bosbury Parish Hall  
on Thursday 7<sup>th</sup> October 2021 at 7.30pm**

**Present:** Councillors: Charlie Ferrier (Chair), Sven Bosley, Julie E Baker, Joe Hayes, Julia Boyle and Liz Cooke

**In attendance:** Emma Thomas – Parish Clerk  
Dr Clive Killick – Wildflowers proposal – item 8a + b

**Public:** 0

1. **To Accept any Apologies for Absence and Note the Reason**  
Apologies were RECEIVED and ACCEPTED from Cllrs Tim Newsholme and Rachel Lovering
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 1<sup>st</sup> July 2021**  
The minutes were APPROVED and duly signed by the Chair.
4. **To Receive a brief Report from Ward Councillor Tony Johnson**  
Not present. It was REQUESTED the clerk ask for an update report from Cllr Johnson.
5. **Public Participation Session for Local Residents to raise matters relevant to the Parish**  
None
6. **Finance:**
  - a) **To Consider the October finance report and bank statements.** – Appendix 1  
The clerk REPORTED that finances were healthy for the period. The report was APPROVED and SIGNED as evidence of budget monitoring and bank reconciliation.
  - b) **To Consider Payments of Outstanding Accounts:-**
    - Clerks September and October Salary
    - Clerks expenses £120.34 (previously circulated)
    - Lengthsman July and August Maintenance £980
    - HMRC PAYE £296.40
    - Autela Payroll Services £50.40The above invoices were APPROVED for payment by BACS
  - c) **To note payments made under Clerk's delegated authority between meetings**
    - Clerks August Salary
    - Autela Payroll Services £50.40
    - Eyelid Productions – Annual web support; web hosting and domain name £170
    - Westwon – Defibrillator final payment as agreed 1<sup>st</sup> April 2021 £120NOTED
  - d) **To note direct debit payments**
    - Herefordshire Council for Burial Ground Waste Disposal £81.84
    - ICO – Data Protection Fee £35NOTED
  - e) **To consider setting the draft budget and precept for consideration at the November meeting**  
It was AGREED the clerk should liaise with Cllr Tim Newsholme and prepare the draft budget for presentation at the November meeting.
7. **Highways/Footpaths:**
  - a) **To consider any footpaths or highways issues for reporting to Balfour Beatty**  
The following items were NOTED for reporting:
    - The ditches opposite Old Court Farm have been cleared as requested but the spoils then just dumped in the ditch further along. Can they be cleared?
    - Ditches and drains along Brook Lane need jetting
    - Brambles are overhanging Forge Bank walkway by numbers 15 – 17.
    - Culvert at Coddington Cross still needs the underground pipe looking at.



- The spring running along Raycombe Lane has still not been sorted and needs to be before wet weather arrives

It was NOTED that the PC still have 3 kissing gates in stock should they be needed.

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

The following items were NOTED for undertaking:

- Strim back the corner by New Bridge on the C1152
- Take all equipment for servicing.

**c) To note the Public Path Diversion Order – Public Footpath BZ27 (PART) Bosbury**

NOTED

**8. Environment:**

**a) To consider verge management in the parishes**

Dr Killick gave a summary regarding meadow and verge management in the parishes. It was AGREED that this should be an agenda item at the November meeting for further consideration.

**c) To consider making the area of land at Forge Bank a wildflower meadow.**

As item 8a

**d) To consider planting a tree in celebration of the "Queens Green Canopy"**

This item was deferred until the November meeting. It was AGREED that a tree in both parishes would be a good idea.

**e) To consider enhancing Parish Council land in the churchyard**

It was AGREED that Cllrs Liz Cooke, Julia Boyle and Joe Hayes would look at the area of land and come back to the November meeting with suggestions for an all round solution - not just spring flowers. It was AGREED that as the area is Parish Council land, it should be the Parish Council who undertake the works on it.

**f) To consider the land at Forge Bank**

It was AGREED that the fence is an eyesore. It was further AGREED that this could be addressed when looking at planting a wildflower meadow in the area.

**9. To consider "rolling" the Burial Ground area**

It was AGREED that the lengthsman should take a look at the area and report his thoughts back to the Council. It was further AGREED that the lengthsman should also look at the area outside the Burial Ground by the gates.

**10. To consider updating the S106 wish list held with Herefordshire Council**

It was AGREED that the list was comprehensive enough for the time being.

It was NOTED that the clerk had emailed the current S106 wish list to Carl Brace (Planning Officer for application 211480) and Yvonne Coleman (HC S106 Officer) as S106 monies were under discussion at present.

**11. Information Section and Correspondence:**

**a) Correspondence:**

- Salt Grit delivery – the clerk will arrange delivery.

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

Clerks Annual Appraisal; Budget and Precept 2022-23

**13. To note the date of the next Parish Council meeting – 4<sup>th</sup> November 2021 – at Bosbury Parish Hall**

NOTED

The meeting closed at 20.43

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

Dated: 04.11.2021