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**Minutes of the Meeting of the Parish Council  
held at Bosbury Parish Hall  
on Thursday 7<sup>th</sup> September 2023 at 7.30pm**

**Present:** Councillors: Patrick Whitehead (Chair), Sven Bosley, Rachel Lovering, Ian Stephens, Emily Hicks, Julie E. Baker, Dave Grimes, Julia Boyle and Liz Cooke

**In attendance:** Emma Thomas – Parish Clerk  
Parish Footpaths Officer – Mr. James Boyce  
Ward Cllr Helen Heathfield

**Public:** 1

1. **To Accept any Apologies for Absence and Note the Reason**  
Apologies were RECEIVED and accepted from Cllrs: Tim Newsholme – unwell and Joe Hayes – Work
2. **To Record any Declarations of Interest and Consider any Requests for Dispensation**  
None
3. **To Consider Approval of Minutes of Parish Council meeting held on 6<sup>th</sup> July 2023**  
The minutes were APPROVED and duly signed by the Chair.
4. **To Receive a brief Report from Ward Councillor Helen Heathfield**  
Cllr Heathfield's report included the following items:
  - Queries raised at the last meeting are being chased up
  - Central Government have changed the controls needed on housing targets and river pollution
  - Herefordshire Council Children's Services have received another good improvement notice
  - The company providing adult social care has changed. If anyone has issues with this please contact Helen.
5. **Public Participation Session for Local Residents to raise matters relevant to the Parish**  
The following items were RAISED:
  - Could the flower tubs be replanted?
  - How does the new Speed Indicator Device work?
  - The white gates at the Cradley end of the village still need replacing
  - Could a tree be planted on the junction with Brook Lane?
6. **Finance:**
  - a) **To consider the September 2023 finance report and bank statements. – Appendix 1**  
The clerk REPORTED that finances remained healthy with little change over the August period. The report was APPROVED and signed as evidence of budget monitoring and bank reconciliation.
  - b) **To consider payments of outstanding accounts:-**
    - Clerks August and September Salaries
    - Clerks expenses £114.97 – previously circulatedThe above invoices were approved for payment by BACS
7. **Highways/Footpaths:**
  - a) **To consider an update on the purchase of two SID's, funding, installation and next steps**  
The clerk REPORTED that she had had no further update on S106 funding from Herefordshire Council but would continue to chase this.  
Cllr Julie Baker confirmed that one SID was now in situ although a longer pole is needed to install the solar panel. It was RESOLVED to purchase a 4 metre pole from Worcester at a cost of £46. PFO James Boyce kindly agreed to collect it. Thanks were expressed for all the hard work Cllrs Julie Baker and Sven Bosley have put into installing the SID. It was NOTED that the blue tooth element of the second SID is faulty. Cllr Baker will contact the company.
  - b) **To consider any highway or footpath issues for reporting**  
The following issues were NOTED for reporting:
    - The drain by the church wall is too high for water to drain away – splashes are eroding the church wall.
    - The kerbing at Templers Chase has narrowed the road so much that two large vehicles struggle to pass.
    - Footpath BZ18 has been diverted. Has a DMMO been submitted?



- c) **To consider an update requesting some "Warning – Horse and Rider" signs are erected in the lanes of the parishes and next steps**

The clerk read out the guidance she had received from Balfour Beatty. It was NOTED that she has not received any feedback from the Community Commissioning Form submitted yet.

- d) **To consider drainage issues throughout Bosbury**

It was REPORTED that many of the drains throughout Bosbury are blocked again, leading to the roads flooding. The footpath near Forge Bank has been eroded as a result. It was RESOLVED that the clerk should request all drains are jetted.

8. **To receive an update on information received from Cotswold Oak at the meeting held on 7<sup>th</sup> September 2023 at 11am with Dalton Cullen – Construction Director and James Briney – Site Manager and attended by Cllrs; review concerns raised at the previous meeting in July and next steps**

Cllr Whitehead gave the following update:

- Application 223919 has been approved.
- There are 2m wide footpaths around the site.
- Steps leading to Brook Lane will be installed.
- Cotswold Oak cannot assist with funding for a playground at Forge Bank.
- The splays leading to the site have been a cause for concern. The hedge may have to be removed.
- Drawing showing splays layout was provided.
- The company has concerns about the current market performance. – Plots 1 -13 will be completed; Plots 14-16 will have the shell completed and 17-21 have had the base slabs completed.
- Once the project is completed a management company will be set up between residents and Cotswold Oak in the first instance. The PC have requested they are kept informed about this.
- Cotswold Oak are having difficulty in getting Herefordshire Council Building Inspectors to respond to queries that have and inspections that are needed

The Chair requested that all Councillors respond to emails about this site.

9. **Environment:**

- a) **To consider sites to plant a tree to commemorate the coronation of King Charles III**

It was NOTED that the Arch Deacon had been asked about planting a tree in Coddington. His response is awaited. It was AGREED to investigate planting a tree on the junction with Brook Lane.

- b) **To note the emergency permission granted for a beech tree to be felled at Bosbury Primary**  
NOTED

10. **Lengthsman**

- a) **To consider any tasks for the lengthsman**

The following tasks were RAISED:

- Clear bindweed off the post by the bridge on the Catley Road.
- Sweep around the memorial and clear weeds along the pavement
- Repair the damaged fence at the play area site

It was RESOLVED that Cllrs Julia Boyle; Julie Baker and Liz Cooke would meet and replenish the tubs on the verges. It was AGREED that up to £200 could be spent on this – this comprises £100 of Parish Council funds and £100 donation from monies raised by the Bell. Cllr Dave Grimes was thanked for this.

The clerk REPORTED that a new blade is needed for the mower and the lengthsman is able to arrange this.

11. **To consider the NDP legal challenge by Chapel & Hill Charlton, Mayer & Aston and Whitmore Parish Councils and the potential effects this may have on BCGPC's made NDP**

The challenge was NOTED. It was NOTED that this was due to the Local Authority not having a 5 year land supply for housing. Herefordshire has this so NDP's carry full weight here.

*The member of the public left the meeting*

12. **To receive an update from the Play Area Working Group and next steps**

It was REPORTED that an open meeting had been arranged for the 23<sup>rd</sup> October at the Old Boys School, in order to obtain the opinions of parishioners. It was NOTED that more companies will be contacted for quotes and play equipment details. It was AGREED that signs were needed on site as people are walking their dogs in the area.

13. **To consider an update on appointing Junior Representatives**

It was RESOLVED that an item would be included on every agenda moving forwards to allow Junior Representatives to raise any matters they may wish to. It was AGREED that Cllr Liz Cooke should advertise this and that representatives are being sought.

**14. Information Section and Correspondence:**

- Open invitation received for Cllrs to review the proposed plans for a micro-digester at Woofields Farm application 232159 - NOTED

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

None

**16. To note the date of the next Parish Council meeting – 5<sup>th</sup> October 2023 – at Bosbury Parish Hall at 7.30pm**  
NOTED

*A resolution was passed to exclude the press and public from the following confidential item*

**17. To consider the Clerk's annual appraisal and salary review.**

It was NOTED that the clerk's appraisal had been undertaken by the Chair. The clerk was thanked for her hard work. It was AGREED that her salary would be reviewed by the staffing committee in preparation for the October meeting.

*The meeting closed at 9.08pm*

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



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