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**Minutes of the Meeting of the Parish Council
held at Bosbury Parish Hall
on Thursday 5th October 2023 at 7.30pm**

Present: Councillors: Patrick Whitehead (Chair), Sven Bosley, Ian Stephens, Emily Hicks, Julie E. Baker, Dave Grimes, Joe Hayes, Tim Newsholme and Julia Boyle

In attendance: Emma Thomas – Parish Clerk
Parish Footpaths Officer – Mr. James Boyce

Public: 1

- 1. To Accept any Apologies for Absence and Note the Reason**
Apologies were RECEIVED and accepted from Cllrs: Rachel Lovering – work and Liz Cooke - unwell
- 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 7th September 2023**
The minutes were APPROVED and duly signed by the Chair.
- 4. To consider representations from Junior Representatives**
None were present. It was AGREED to set up a working group at the November meeting to consider any representations moving forwards.

Ward Cllr Helen Heathfield joined the meeting

- 5. To Receive a brief Report from Ward Councillor Helen Heathfield**
Cllr Heathfield's report included the following items:
 - Herefordshire Council has cancelled all funding for Hubs in the county
 - If anyone has issues with HGV vehicles on the highways please contact Helen and she will endeavour to contact the company. It was NOTED that it is a good idea to do a written follow-up to contact with the companies.
- 6. Public Participation Session for Local Residents to raise matters relevant to the Parish Council**
The following items were RAISED:
 - Can the white lines at the Cradley end of village be reinstated? – The clerk will ask the Locality Steward
 - Is Bosbury looking at installing any highway safety measures such as those at Stretton Grandison? The clerk will speak to Simon Hobbs at Herefordshire Council
- 7. Planning**
 - a) To consider the following planning application for determination by Herefordshire Council**
P232627/XA2 – Land to the East of Brook Lane, to the North of B4220 Bosbury
Application for approval of details reserved by conditions 2 3 4 5 6 78 & 9 attached to planning permission 223919
It was RESOLVED to support this application.
 - b) To note the next meeting with Cotwold Oak at Templars Chase on 9th November 2023 at 11am.**
NOTED. The issue of splays and highway safety will be raised at this meeting.
- 8. Finance:**
 - a) To consider the October 2023 finance report and bank statements. – Appendix 1**
The clerk REPORTED that the budget code "Traffic Calming" remained overspent due to the purchase of the SID's and the lack of repayment from Herefordshire Council yet. There are however plenty of reserves to cover this. The report was APPROVED and signed as evidence of budget monitoring and bank reconciliation.
 - b) To consider payments of outstanding accounts:-**
 - Clerks October Salary
 - Clerks expenses £16.27 – previously circulated
 - HMRC PAYE £320.00The above invoices were APPROVED for payment by BACS

c) To note the following payments to be made by Direct Debit

- ICO - £35
 - Waste Collection quarterly invoice £47.71
- NOTED

d) To consider preparing the budget and precept figure for 2024-25 for approval in November.

It was RESOLVED that Cllr Tim Newsholme would prepare a draft budget alongside the clerk for approval at the November meeting.

9. Highways/Footpaths:

a) To consider an update on the purchase of two SID's, funding, installation and next steps

It was REPORTED that the pole has been collected and will now be installed. The first set of data was circulated. It shows that the average speed of vehicles entering Bosbury at the Ledbury end is 37.8mph. It was AGREED that speeds should continue to be monitored and passed to the police if patterns occur. Cllrs: Julie Baker and Sven Bosley were thanked for their efforts with the SID's and the PFO Mr. James Boyce was thanked for his assistance in collecting the pole.

The clerk REPORTED that she had still been unable to get a response from Herefordshire Council regarding the reimbursement of the SIDs using S106 money. It was REQUESTED that the Ward Cllr help with this.

The clerk confirmed that the SID's are insured under the PC policy.

b) To consider any highway or footpath issues for reporting

The following issues were NOTED for reporting:

- Was there a response from Herefordshire Council to the PC funding the Catley Court Bridge yet? The clerk responded that there was not but she was chasing it and had passed it onto yet another person to push.
- Can the road by Stanley House be logged for re-surfacing?
- It was AGREED that following the Three Shires Rally this September, a debrief letter should be sent to the organisation including both recent concerns and praise raised.

c) To consider an update requesting some "Warning – Horse and Rider" signs are erected and next steps

It was REPORTED that Balfour Beatty have requested exact locations of the signs. Cllr Emily Hicks is in the process of organising a consultation with other riders.

10. Environment:

a) To consider an update on planting trees at Coddington and Brook Lane to commemorate the coronation of King Charles III and next steps

It was REPORTED that the clerk was waiting for the services map from Balfour Beatty before approval will be granted by Brook Lane junction. Approval for the Coddington tree is also awaited. It was NOTED that another good place to plant a tree and possibly install a memorial bench would be the new play area by Forge Bank.

11. Lengthsman

a) To consider any tasks for the lengthsman

It was NOTED that the tasks requested at the last meeting had not yet been done but would be done shortly. Cllr Boyle REPORTED that plans were being formed for the upgrading of the planters on the verges.

One 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 the consultation meeting on the 23rd October has been advertised. It was RESOLVED that up to £50 could be spent on refreshments at the event. On the evening a questionnaire will be handed out. A third company has been sought to provide a quote for equipment. Moving forwards grants will be applied for. It was queried whether the Lengthsman could add the area to his routine.

13. Information Section and Correspondence:

None

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

Green Network Membership renewal

15. To note the date of the next Parish Council meeting – 2nd November 2023 – at Bosbury Parish Hall

NOTED

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

The Ward Cllr and PFO left the meeting

16. To consider the Clerk's salary review.

Following a successful annual appraisal, it was RESOLVED that the clerk should move to SCP31 as of the 1st September 2023. It was further AGREED that her salary would be reviewed annually in September moving forwards.

The meeting closed at 20.35

Signed: _____

A black rectangular redaction mark covering the signature of the person who signed the document.

Dated: _____

2nd Nov' 2023