

Bodenham Parish Council

Chairman

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Minutes of the Parish Council meeting held on **Wednesday 1st November 2023**

at 6.30pm at the Siward James Centre

Present: Cllr J Burgess Cllr T Mills Cllr T Morris. Cllr J Gromadzki
Cllr S Marsh Cllr R Pearce

Ward Councillor Bruce Baker was also present.

No members of the public were present.

1. **Apologies for absence.** Apologies for absence were received from Cllrs M Dunn and L Miller.
2. **Declarations of Interest.** No declarations of interest were made.
3. **Minutes of the Previous Meeting.** The Minutes were accepted as a correct record of the Meeting. (Proposer; Cllr Mills: Seconder; Cllr Burgess).
4. **Matters Arising from the Minutes.**
 - 4.1 **Minute 4.2: Replacement Noticeboard.** The Clerk said that the noticeboard had been ordered and under the terms of the invoice it had been paid. The Clerk was instructed to check whether delivery and installation date was known, and, if so, to put up cones around the location of the new noticeboard to allow space for installation. **ACTION: CS**
 - 4.2 **Minute 4.4: Business Cards.** Cllr Pearce said that business cards had been ordered and should arrive around 7th/8th November.
 - 4.3 **Minute 6: Working Group Membership.** See Minute 6 below.
 - 4.4 **Minute 7: Wooden Posts in Church Road.** See Minute 7 below.
 - 4.5 **Minute 8: Litter Pick.** See Minute 8 below.
 - 4.6 **Minute 9: Remembrance Service.** The Clerk reposted that £50 had been paid to the Royal British Legion in lieu of a wreath.
 - 4.7 **Minute 12.2: Parish Council Materials in the Parish Hall.** Cllr Pearce said that Mrs Margaret Andrews is writing a history of Bodenham church, perhaps using some of the materials stored in the parish hall. Cllr Pearce said that he has suggested putting some of the material on the parish website, and that he would meet Mrs Andrews at the parish hall and would report on this meeting. **ACTION: RP**
 - 4.8 **Minute 14.1: Obscured Sign.** The Clerk reported that he had asked the lengthsman to cut back the overhanging branches of the tree obscuring the footpath sign near the school.
 - 4.9 **Minute 14.2: Community Speed Watch.** The Clerk reported that he had contacted PCSO Berrett, but had not heard from her. **ACTION: CS**
 - 4.10 **Minute 14.3: Gates on the A417.** The Clerk reported that he had asked the lengthsman to contact him about the gates and signs on the A417.
5. **Opportunity for members of the public to address the Parish Council.** No members of the public were present.
6. **Working Group Membership.**
 - 6.1 The Clerk said that he would draw up a list of all the remaining Working Groups and their membership for the next meeting with a view to discussing which the Groups were needed and the mem-

bership of them.

6.2 Cllr Pearce said that he was willing to join the Planning Working Group and that no additional help was needed with the Website Working Group.

6.3 Cllr Baker said that the future of Neighbourhood Development Plans was under discussion, which might impinge on the work of an NDP Working Group.

7. **Wooden posts in Church Roads.** After discussion about it was agreed that Mr Richard Morgan should replace posts, as necessary, and add reflectors to them and to the remaining posts. The Clerk was instructed to contact Mr Morgan (Proposer; Cllr Morris: Seconder; Cllr Mills). **ACTION: CS**

8. **Litter pick.** The Clerk reported that all arrangements were in place for both the litter pick and the catering thereafter, which would be provided by Sheila and Jeremy Schwartz and Pam James-Moore.

9. **Precept Working Group Report.**

9.1 The Clerk reported that the Precept Working Group had met and, after discussing the financial projections for 2024-25, had tentatively proposed that the precept for 2024-25 should be increased by 5% above the 2023-24 precept of £17500, i.e. a precept of £18375 should be requested. The Clerk said that a final recommendation would have to be made at the next meeting to meet the Herefordshire Council deadline for precept requests.

9.2 Cllr Burgess suggested that a list of things to be done in 2024-25 be drawn up. Cllr Pearce supported the suggestion. The list would be included in the February Newsletter.

10. **Memorial Bench.**

10.1 Cllr Marsh said that she would undertake to organise the acquisition of a memorial bench to former Parish Councillor Richard Layton, and that she would involve Mrs Louise Layton in the process.

10.2 Cllr Burgess proposed that a sum of £650 or thereabouts should be made available for the bench. Cllr Pearce seconded the proposal, which was agreed.

11. **Bodenham Watch Funding.** The Clerk explained that he had received an email from Mrs Lyn Pollard on behalf of the Parochial Church Council (PCC) about some unspent funding from a grant of £1000 to Bodenham Watch, which she thought had come from the Parish Council and which the PCC wished to return. The Clerk said that he had no recollection of a such a grant having been made by the Parish Council and could find no trace of it in the Parish Council's accounts. He had advised Mrs Pollard to this effect..

12. **Telemetry system funding.** The Clerk said that the new battery for the Bodenham Flood Group's telemetry system had been purchased.

13. **Finance.**

13.1 The Clerk reported that he had circulated the monthly bank statement, the spreadsheet and the monthly accounts, which he explained and which are shown in Annex A below.

13.2 The following outstanding invoices were presented for payment:

- The Royal British Legion Poppy Fund (Donation in lieu of wreath)(already paid) £50.00

- Siward James and Arkwright Trust. Invoice 84 (Parish Council meetings June - September)
£65.00

- Mr R Morgan. Invoice 1815 (Grass cutting around war memorial)
£40.00

- C D Smith (Clerk's expenses: printer paper) £4.75

13.3 It was agreed that the accounts should be approved and the invoices should be paid (Proposer; Cllr Dunn: Seconder; Cllr Burgess).

14. **Planning.** The Clerk reported that the following planning applications had been received since the last meeting:

- 232911: Land at The Walled Garden, Bodenham Manor: Application for variation of condition 2 following grant of planning permission 180696 (Application for variation of condition 2 of planning permission P162506/F. To enable alternative dwelling design to plot 1).

Cllr Marsh said that she and Cllr Mills had visited the site and could see no reason to object to the proposal, which was agreed.

15. **Parish Hall**

Cllr Pearce reported that:

1. the windows in the parish hall have been replaced:
2. quotations are being sought for refurbishment of the toilets, and decisions on grants for this are awaited.

16. **Correspondence not previously circulated.** The Clerk reported that there was no correspondence, which had not been previously circulated.

17. **Other business (including ward councillor's comments).**

17.1 Cllr Baker gave a report as follows:

- the West Mercia Police and Crime Commissioner is putting £1 million into policing in Herefordshire:
- the Commissioner would like to arrange meeting with parish councillors and clerks:
- no schools in Herefordshire are affected by Reinforced Autoclaved Aerated Concrete:
- the Hereford library is to move to the Shire Hall. Cllr Pearce asked about the use of the Shire

Hall

by the Crown Court. Cllr Baker said that a new venue is being sought for it:

- money is available for defibrillators:
- septic tanks are to be retrofitted to schools which have them.

17.2 Cllr Marsh said that she had been approached by a Bodenham resident about the rough surface

of

the ground at the side of Saffrons Garage. It was agreed that this is not a matter for the Parish Council.

17.3 Cllr Marsh asked about the emptying of the bin at the school. Cllr Baker said that he would in-

vesti

gate.

ACTION: BB

17.4 The Clerk was asked to contact Mr Richard Morgan about the drain by the war memorial.

ACTION: CS

17.5 The Clerk was asked to contact Mr Richard Morgan about the gully/ditch by Peas Green Cottage.

ACTION: CS

17.6 The Clerk was asked to report run-off from the field at the junction of Ketch Land and Millcroft Road.

ACTION: CS

19. **Dates of meetings:**

- the next meetings start at 6.30pm on Wednesdays 3rd January and 7th February

There being no other business, the meeting closed at 20.40.

ANNEX A

OCTOBER 2023 accounts

OPENING BALANCE on 1st OCTOBER 2023 = £47173.70

Date	Income(£)	Expenditure(£)	Comment
2nd October		£245.70	Clerk's salary

5th October		£145.00	Mr Richard Morgan (Lengthsman's invoices 1779, 1781 and 1795)
5th October		£1399.88	Kompan Ltd (Playground repairs)
5th October		£324.50	Leominster Community Resource Centre (Invoices 1006 and 1007: September and October Newsletters)
12th October	£40.00		Newsletter advertising (Handy Nanny Pet Services)
13th October	£40.00		Newsletter advertising (Clive Chambers flooring)
20th October		£61.30	HMRC (Clerk's tax)
20th October	£125.00		Newsletter advertising (Jacksons Property Services)
20th October	£80.00		Newsletter advertising (David Lawrence, Builder)
20th October	£80.00		Newsletter advertising (Wellington Village Stores)
23rd October	£50.00		Newsletter advertising (Andrew Fathers Tree Surgery)
26th October	£80.00		Newsletter advertising (Gabbs Solicitors)
30th October		£245.70	Clerk's salary
TOTALS	£495.00	£2422.08	

CLOSING BALANCE on 31st October = £47173.70 + £495.00 - £2422.08) = £45246.62