



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Annual Meeting of the Group Parish Council held on Wednesday 28th May 2014 at 7.30pm

Present

Cllrs Nick Brewin (Chair), Jan Ashton-Jones, Ray Dickson (Vice Chair), Lorna Radnor, Cheryl Shearer, John Litchfield, John Lee

In attendance

Sarah Harrison-Branter – WM Housing
Chris Bucknell – Clerk
2 members of the public

Item	Minutes	Action												
384	<p>To Elect a Chairman and Sign Declaration of Office Cllr Ray Dickson asked for nominations for Chairman. Cllr Nick Brewin – Proposed by Cllr John Litchfield, Seconded by Cllr Jan Ashton-Jones Resolved: Cllr Nick Brewin was unanimously voted in as Chairman and signed the Declaration of Office in front of the Clerk.</p>													
385	<p>To Elect a Vice Chairman Cllr Nick Brewin asked for nominations for Vice Chairman. Cllr Ray Dickson – Proposed Cllr John Litchfield, Seconded by Cllr Cheryl Shearer Resolved: Cllr Ray Dickson was unanimously voted in as Vice Chairman</p>													
386	<p>To Receive Apologies for Absence Apologies were accepted from Cllr Brian Dukes and Cllr John Hardwick</p>													
387	<p>Declarations of Interest a) No declarations of interest were received b) No written requests for dispensations had been received</p>													
388	<p>To Confirm other Officers, Committees and Working Groups Resolved: The following were confirmed</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 30%;">Churchyard and Burial Ground</td> <td>Jan Ashton Jones, Brian Dukes, Lorna Radnor</td> </tr> <tr> <td>Emergency Co-ordination</td> <td>Jan Ashton-Jones, Ray Dickson</td> </tr> <tr> <td>Finance Working Group</td> <td>Nick Brewin, Ray Dickson, Brian Dukes, Cheryl Shearer</td> </tr> <tr> <td>Footpaths</td> <td>John Litchfield (Footpath Officer), Jan Ashton-Jones, John Lee</td> </tr> <tr> <td>Neighbourhood Planning Steering Group</td> <td>Cheryl Shearer. Representation on Sub Groups: Leisure (John Litchfield), Housing/Planning (Ray Dickson), Commercial (Lorna Radnor) and Education (Tbc)</td> </tr> <tr> <td>Mordiford Green Working Group</td> <td>Jan Ashton-Jones, Ray Dickson, Brian Dukes, John Lee, John Litchfield</td> </tr> </tbody> </table>	Churchyard and Burial Ground	Jan Ashton Jones, Brian Dukes, Lorna Radnor	Emergency Co-ordination	Jan Ashton-Jones, Ray Dickson	Finance Working Group	Nick Brewin, Ray Dickson, Brian Dukes, Cheryl Shearer	Footpaths	John Litchfield (Footpath Officer), Jan Ashton-Jones, John Lee	Neighbourhood Planning Steering Group	Cheryl Shearer. Representation on Sub Groups: Leisure (John Litchfield), Housing/Planning (Ray Dickson), Commercial (Lorna Radnor) and Education (Tbc)	Mordiford Green Working Group	Jan Ashton-Jones, Ray Dickson, Brian Dukes, John Lee, John Litchfield	
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390	<p data-bbox="140 757 584 790">To receive brief verbal reports from:</p> <p data-bbox="140 808 1426 1570"> a) Police Representative – no police representatives were present. The Safer Neighbourhood Team Newsletter May 2014 had been circulated to all Councillors. b) Neighbourhood Watch Update – no new information to update. c) Ward Member – Councillor Hardwick – Cllr Hardwick was not present at the meeting but had sent the following report which was read out by the Chair. <ul style="list-style-type: none"> • The composition of Herefordshire Council, following the death of 2 well respected conservative councillors (Ledbury & Leominster) is now Conservatives 27 and Opposition 29. It is expected that By-elections will be called soon. Independents now hold the Chair of both Overview and Scrutiny Committees (General and Health). • Balfour Beatty will now be rolling out the highway maintenance and it is hoped that this will lead to much improved road surfaces. • Draft Core Strategy now out for further consultation until 3rd July 2014. d) WM Housing – Sarah Harrison Branter updated the meeting on the number and type of housing available. 8 rented units split into: 1 x 2 bed 4 person house, 3 x 2 bed 3 person bungalow, 4 x 2 bed 3 person flats. There will also be 4 shared ownership units split into: 2 x 3 bed 5 person houses and 2 x 2 bed 4 person houses. For the rented properties all prospective tenants must be registered with Homepoint and must identify on their application that they have a local connection to Mordiford and wish to stay in the parish. For the shared ownership properties all prospective customers will need to be registered with Orbit Housing – who are the local Homebuy agent. Any queries relating to the shared ownership can be directed to sales@wmhousing.co.uk </p> <p data-bbox="181 1610 1410 1783">Allocation is expected to start at the end of July with allocation being known at the end of August/September. WM Housing will inform the Clerk 2 weeks before the properties are advertised so that as many people as possible can be made aware. The Clerk will provide WM Housing with a list of those who have expressed an interest and WM Housing will check that all those are registered with Homepoint.</p> <p data-bbox="181 1805 1286 1872">Councillors were asked to send the Clerk details of anyone who has shown an interest in the properties so that they can be kept in touch with developments.</p> <p data-bbox="181 1912 916 1946">i) To Consider Naming of the Development by Sufton Rise</p> <p data-bbox="181 1964 1394 2063">The following suggestions had been put forward by residents: Peter Davies Way, Dragons Den, Lugg View, Yew Tree Close, Cutters Close, Shepherds' Orchard, Harold's Field, Blight View, Toytown. The School had also expressed an interest in being involved but</p>	All										

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394	<p>Finance</p> <p>a) To Receive a Finance Report from the RFO</p> <p>Bank balances: Business Current Account £18,171.84 (cheques to the value of £46.48 still to be presented). Business Reserve account £4,304.21 (42p interest).</p> <table border="1" data-bbox="140 360 1385 622"> <tr> <td rowspan="5" style="width: 30%;">Income since April 2014 Finance Report £8,818.12</td> <td>Pt 1 Precept</td> <td style="text-align: right;">£7,462.50</td> </tr> <tr> <td>Lengthsman Grant (75%)</td> <td style="text-align: right;">£1,316.25</td> </tr> <tr> <td>Wayleave</td> <td style="text-align: right;">£28.95</td> </tr> <tr> <td>Payment for inscription on memorial</td> <td style="text-align: right;">£10.00</td> </tr> <tr> <td>Interest</td> <td style="text-align: right;">£0.42</td> </tr> </table> <p>A further £355 has been received, in relation to Burial Ground fees, but not yet banked</p> <p>Resolved: the Finance Report from the RFO was noted</p> <p>b) To Agree Payment of Outstanding Invoices</p> <table border="1" data-bbox="164 819 1385 1357"> <thead> <tr> <th>Cheque</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>778</td> <td>Michael Dyer Lengthsman Invoice 8 dated 23/4/14</td> <td style="text-align: right;">£55.00</td> </tr> <tr> <td>779</td> <td>Can Do Crew Invoice 305 dated 30/04/14 Cut lawn and trim picnic site at Checkley Barn</td> <td style="text-align: right;">£75.00</td> </tr> <tr> <td>780</td> <td>D C Gardening Invoice 10 dated 20/04/14 (Churchyard and Mordiford Green)</td> <td style="text-align: right;">£222.81</td> </tr> <tr> <td>781</td> <td>D C Gardening Invoice 46 dated 18/05/14 (Churchyard and Mordiford Green)</td> <td style="text-align: right;">£222.81</td> </tr> <tr> <td>782</td> <td>M G Electrical and Engineering Services (M Gullis) Posts for Mordiford Green Invoice 15 dated 15/04/14 £105 + VAT</td> <td style="text-align: right;">£126.00</td> </tr> <tr> <td>784</td> <td>SLCC Invoice 114722 dated 20/05/14. Allotment Compliance course for Clerk £95 + VAT</td> <td style="text-align: right;">£114.00</td> </tr> <tr> <td>785</td> <td>D C Gardening Invoice 51 dated 25/05/14. Spraying of weeds in Mordiford. £200 + VAT</td> <td style="text-align: right;">£240.00</td> </tr> </tbody> </table> <p>Resolved: the invoices were agreed for payment</p> <p>c) To Consider Renewal of Insurance Policy</p> <p>Resolved: To renew the Insurance Policy with Came and Company under the current long term agreement.</p> <table border="1" data-bbox="164 1603 1385 1686"> <thead> <tr> <th>Cheque</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>783</td> <td>Came and Company (Broker Network) Insurance 01/06/14 – 31/05/15</td> <td style="text-align: right;">£350.88</td> </tr> </tbody> </table>	Income since April 2014 Finance Report £8,818.12	Pt 1 Precept	£7,462.50	Lengthsman Grant (75%)	£1,316.25	Wayleave	£28.95	Payment for inscription on memorial	£10.00	Interest	£0.42	Cheque	Expenditure	Amount	778	Michael Dyer Lengthsman Invoice 8 dated 23/4/14	£55.00	779	Can Do Crew Invoice 305 dated 30/04/14 Cut lawn and trim picnic site at Checkley Barn	£75.00	780	D C Gardening Invoice 10 dated 20/04/14 (Churchyard and Mordiford Green)	£222.81	781	D C Gardening Invoice 46 dated 18/05/14 (Churchyard and Mordiford Green)	£222.81	782	M G Electrical and Engineering Services (M Gullis) Posts for Mordiford Green Invoice 15 dated 15/04/14 £105 + VAT	£126.00	784	SLCC Invoice 114722 dated 20/05/14. Allotment Compliance course for Clerk £95 + VAT	£114.00	785	D C Gardening Invoice 51 dated 25/05/14. Spraying of weeds in Mordiford. £200 + VAT	£240.00	Cheque	Expenditure	Amount	783	Came and Company (Broker Network) Insurance 01/06/14 – 31/05/15	£350.88	<p>Clerk</p> <p>Clerk</p>
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395	<p>Highways and Footpaths</p> <p>a) Highways and Footpath Issues</p> <p>The speed indicator device outside the school is still not working. Action: The Clerk would follow this up with Balfour Beatty.</p> <p>Water is still causing a problem at Kiddley Copse. Action: Cllr Dukes to follow it up with the Forestry Commission</p> <p>With the recent cutbacks it was now not clear how often verges would be cut and also the situation regarding cutting the village green at the Maltings in Dormington was unclear. Action: The Clerk to ask</p>	<p>Clerk</p> <p>BD</p>																																									

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	<p>Balfour Beatty for a schedule of when cutting would be undertaken.</p> <p>b) To report any defects to the Clerk As reported in the public session the road narrows sign on the Hereford to Woolhope Road, past the 30 mph sign was covered in graffiti.</p> <p>c) Update on P3 Grant The P3 Grant has been confirmed as £1,200 for 2014-15.</p> <p>d) Update on the Lengthsman Grant and Pilot The Clerk gave the meeting an update on the Lengthsman Pilot Scheme which will enable Parish Councils to use some of the existing Lengthsman grant to fill small potholes (up to 2" deep), with Balfour Beatty continuing to fill the deeper defects. The pilot will run until September 2014 and will be evaluated before being rolled out in 2015-16. No administration costs can now be paid out of the Lengthsman Grant.</p> <p>e) To Report any Jobs for the Lengthsman Lengthsman to trim grass and cut back hedge on stiles and footpath signs: 2 on Ledbury road between Dormington and St Michael's Hospice, 1 on Ledbury Road between Dormington and Claston Farm, 1 opposite Dormington Church, 1 on left between Dormington and Chapel Lane Priors Frome, 1 on right just after Yew Tree Sign Weed kill around wooden steps on path at Prior's Frome</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
396	<p>Neighbourhood Planning</p> <p>a) To consider the Vision Statement A draft vision statement had been circulated by Cllr Shearer and Cllrs were encouraged to comment on this. Resolved: Finalizing the Vision Statement would follow the questionnaire, once local opinion of the key issues was known.</p> <p>b) To Consider an Open Day In the absence of Cllr Shearer it was agreed to defer this item. Resolved: Cllr Shearer to set up a Steering Group and formulate a draft project plan which could then be considered by the Parish Council.</p>	<p>Clerk</p> <p>CS</p>
397	<p>Mordiford Green</p> <p>a) Update from Working Party Cllr Dickson was arranging for the posts to be erected and the noticeboard lowered. Memorial Benches - There was currently a lack of information regarding Peter Davies length of service on the Group Parish Council and Cllr Radnor was discussing this with Mr Hereford. Flood Memorial – it was uncertain, in the absence of Cllr Dukes, whether Morgans have been instructed to erect this. Cllr Dickson would follow this up.</p> <p>b) To Consider Contract for Mowing and Maintenance As requested at the April meeting, the Can Do Crew was asked to provide a quotation and have quoted £115 to mow the green and remove cuttings, against a quote from D C Gardening of £30. On the basis of this D C Gardening have been offered the work which they have accepted. Resolved: The Clerk to ask D C Gardening how much it would cost to do extra cuts (ie not linked to churchyard schedule), maybe every 4 weeks. Also whether it would be possible to mow the area as opposed to strimming it.</p> <p>c) Weighing Bridge Hut - nothing further to report</p>	<p>RD</p> <p>LR</p> <p>RD</p> <p>Clerk</p>

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398	<p>Burial Ground and Closed Churchyard a) Working Party Update</p> <p>News was still awaited from the Diocese regarding whether the Norwegian Spruce tree could be felled.</p>	
399	<p>Scutterdine Lime Kilns</p> <p>CLlr Litchfield noted that this had been logged on the Western Power System. The next step would be for Western Power to cut back from the powerline, it was expected this would be done in August/September. Once this had been done a working party would be put together to carry out the restoration.</p>	JLi
400	<p>WW1 Commemoration</p> <p>CLlr Dickson had started to research names of local people but many could not be identified. Work would continue in partnership with British Legion.</p>	RD
401	<p>Location of Group Parish Council Meetings</p> <p>Resolved: It was agreed in principle to move the Group Parish Council meetings around in order to encourage more participation by local people.</p> <p>Resolved: To leave the schedule as it was for 2014 but to consider using another venue, maybe in the school holidays.</p>	
402	<p>To Note the Information Sheet (May 2014) and any other Updates</p> <p>Resolved: Information Sheet (May 2014) was noted.</p>	
403	<p>To Raise Items for the next Scheduled Parish Council Meeting</p> <ul style="list-style-type: none"> • None 	
404	<p>To Note Date and Time of the next Regular Meeting of the Group Parish Council</p> <p>Tuesday 17th June 2014 at 7.30pm in Mordiford School</p> <p>The meeting closed at 9.20 pm</p> <p>Signed Date 17th June 2014 Chairman of Dormington and Mordiford Group Parish Council</p>	