



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



**Minutes of the meeting of the Parish Council held on
Tuesday 18th February 2014 at 7.30pm**

Present

CLLrs Nick Brewin (Chair), Jan Ashton-Jones, Ray Dickson, Brian Dukes, John Litchfield, Lorna Radnor, Cheryl Shearer

In attendance

Chris Bucknell – Parish Clerk
6 members of the public

Item	Minutes	Action
330	<p>To Accept Apologies for Absence Apologies were accepted from Cllr John Hardwick</p>	
331	<p>Declarations of Interest a) To receive declarations of interest - None received b) To approve any written requests for dispensations - None received</p>	
332	<p>To accept minutes of the previous meeting held on 21st January 2014 Minutes of the previous meeting were accepted as a true and accurate record and signed by the Chairman.</p>	
333	<p>To receive brief verbal reports from:</p> <p>a) Police Representative There were no police representatives present. The latest Local Policing Newsletter plus updates had been circulated to all Cllrs.</p> <p>b) Neighbourhood Watch Update There was no update</p> <p>c) Ward Member – Councillor Hardwick Cllr Hardwick had given apologies. There was no update</p> <p>d) WM Housing A request had been received from Herefordshire Council regarding street lighting at the development adjacent to Sufton Rise (Section 38 Highways Act 1980). Resolved: To make provision for street lighting in the new development but to discuss the level/intensity of lighting at a later date.</p> <p>Herefordshire Council is proposing to make changes to the way affordable housing is allocated with effect from June 2014. Anyone currently registered with Homepoint will receive a letter and be given 6 weeks to complete a new application form and, where necessary, provide supporting evidence of local connection.</p> <p>It was agreed to take Item 17 at this stage of the meeting as part of the Public Participation session</p>	

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332	<p>Public Participation Session</p> <p>Yew Tree Inn - It was not known whether a request for listing could be made once a property was up for sale. The Clerk would pursue this and clarify the process for listing with Herefordshire Council. The Chair noted that there were very few members of the community present and the GPC would not be willing to progress with the listing unless there was a real and sustainable interest and support from the local community. The Yew Tree Inn would be kept on the agenda.</p> <p>Two members of the community commented on road defects and these are noted under agenda item 9.</p> <p>Note: all but 2 members of the public left after this agenda item.</p>	Clerk															
333	<p>To Consider Planning Matters</p> <p>a) To consider any Planning Applications</p> <p>There had been a number of additional supporting documents sent in for the Claston Farm application.</p> <p>b) To Note any Decisions Received</p> <table border="1" data-bbox="169 763 1385 1093"> <thead> <tr> <th data-bbox="177 770 331 801">Reference</th> <th data-bbox="667 770 810 801">Application</th> <th data-bbox="1155 770 1377 801"></th> </tr> </thead> <tbody> <tr> <td data-bbox="177 808 331 840">P133305/F</td> <td data-bbox="347 808 1134 913">Claston Farm, Dormington. Erection of 2 broiler units with a linked control room and associated hard standings, feed bins and attenuation pond.</td> <td data-bbox="1155 808 1377 840">Awaiting Decision</td> </tr> <tr> <td data-bbox="177 920 331 952">P133353/FH</td> <td data-bbox="347 920 1134 981">Frome Cottage, Priors Frome. Two storey side extension over existing garage and alternations to internal layout.</td> <td data-bbox="1155 920 1377 952">Withdrawn</td> </tr> <tr> <td data-bbox="177 987 331 1019">P133285/F</td> <td data-bbox="347 987 1134 1019">Mangerdine, Mordiford. Replacement dwelling.</td> <td data-bbox="1155 987 1377 1019">Awaiting Decision</td> </tr> <tr> <td data-bbox="177 1025 331 1093">S/112834/N S112782/F</td> <td data-bbox="347 1025 1134 1093">Court Farm, Hampton Bishop – Anaerobic digester and engineering works to existing slurry storage lagoon.</td> <td data-bbox="1155 1025 1377 1057">Awaiting decision</td> </tr> </tbody> </table> <p>c) Tower Hill Development</p> <p>There was no further information available</p> <p>Resolved: Cllr Dickson to follow up.</p>	Reference	Application		P133305/F	Claston Farm, Dormington. Erection of 2 broiler units with a linked control room and associated hard standings, feed bins and attenuation pond.	Awaiting Decision	P133353/FH	Frome Cottage, Priors Frome. Two storey side extension over existing garage and alternations to internal layout.	Withdrawn	P133285/F	Mangerdine, Mordiford. Replacement dwelling.	Awaiting Decision	S/112834/N S112782/F	Court Farm, Hampton Bishop – Anaerobic digester and engineering works to existing slurry storage lagoon.	Awaiting decision	RD
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334	<p>Neighbourhood Planning</p> <p>a) Update on progress and next steps</p> <p>The Chair thanked everyone who had distributed and collected the information leaflets and reply slips. Cllr Shearer and the Clerk had attended an information session on the NP Grant Scheme run by DCLG. Up to £7,000 is available for areas undertaking a Neighbourhood Plan and additional funding can be applied for from Awards for All. Cllr Shearer and the Clerk are proposing to attend a HALC seminar run by Kirkwells, who have a lot of experience in supporting communities through Neighbourhood Planning, on Saturday 29th March 2014. A copy of the Herefordshire Council Guidance notes had been made and is held by Cllr Shearer.</p> <p>Resolved: The Clerk would collate and circulate the responses and, depending on the result, a Working Group would be defined at the March meeting.</p>	Clerk															
335	<p>Finance</p> <p>a) To Receive a Finance Report from the RFO</p> <p>Bank balances: To be confirmed by bank statements</p> <p>Business Current Account £12,058.83 (bank statement awaited – assumes all cheques presented).</p> <p>Business Reserve account £4,303.36 (bank statement awaited).</p> <p>b) To agree payment of outstanding invoices</p> <table border="1" data-bbox="159 1944 1425 2054"> <thead> <tr> <th data-bbox="177 1951 300 1982">Cheque</th> <th data-bbox="708 1951 852 1982">Expenditure</th> <th data-bbox="1289 1951 1393 1982">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 1989 268 2020">757</td> <td data-bbox="331 1989 946 2020">CPRE Membership – agreed at January GPC meeting</td> <td data-bbox="1299 1989 1383 2020">£29.00</td> </tr> <tr> <td data-bbox="209 2027 268 2058">758</td> <td data-bbox="331 2027 1066 2058">Clerk's Membership of SLCC (50% of Membership fee of £116)</td> <td data-bbox="1299 2027 1383 2058">£58.00</td> </tr> </tbody> </table>	Cheque	Expenditure	Amount	757	CPRE Membership – agreed at January GPC meeting	£29.00	758	Clerk's Membership of SLCC (50% of Membership fee of £116)	£58.00							
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	Cheque	Expenditure	Amount	
	759	Can Do Crew Invoice 269 dated 06/02/14. Fit new ditch crossing and gate and 2 steps.	£297.00	
	760	HALC Membership 2014/15. Invoice 4037 dated 01/04/14. £306.39 + VAT. Increase of £55.26 over 2013/14.	£367.67	
	761	Printing of 30 Footpath leaflets (as agreed at the January GPC meeting)	£6.60	
336	Resolved: Payments approved			Clerk
	c) To consider contribution to running and upkeep of Lady Emily Hall Tarrington			
	Lady Emily Hall was well used and valued by those living in Dormington and was requesting a financial contribution towards ongoing maintenance and upkeep. Resolved: It was felt that although the Hall brought benefit to those living in Dormington the GPC could not commit a funding contribution at this time.			
d) To agree Clerk's Contract				
The model contract had been reviewed and amended by the Finance Group. This was approved and the contract signed by the Chair and the Clerk.				
e) To consider Review of Standing Orders and Financial Regulations				
Standing Orders - The Clerk had mapped DMGPC current standing orders (adopted 2009 with 2012 amendment) with the new NALC model and considered the existing set did not cover many up to date issues, particularly in relation to emerging powers, code of conduct, discloseable interests etc, in sufficient detail. The Clerk proposed that the GPC consider adopting a newer, more comprehensive set of Standing Orders. Resolved: The Finance Group would consider the NALC model and make whatever amendments considered appropriate for consideration and adoption at the March Meeting.			Clerk NB/CS BD/RD	
Financial Regulations - The Draft Legislative Reform Order 2013 (LRO) (Payments by Parish Councils, Community Councils and Charter trustees) will remove the statutory requirement in Section 150(5) Local Government Act 1972 that cheques and payment orders must be signed by two members of the parish council. Resolved: As publication by DCLG of the new Financial Regulations is imminent it was agreed to defer this item until the next meeting when a fully revised set of Financial Regulations be reviewed and approved.				
Highways and Footpaths				
a) Highways and Footpath Issues				
The Swardon Quarry Walk had been changed to follow the legal line and thanks were given to all those who had facilitated this. The Footpath leaflet had been updated and 30 copies were held by Cllr Shearer. The Clerk would update the Swardon Quarry map to ensure the numbers aligned with the text.			Clerk	
Cllr Litchfield had been in contact with the PROW Officer and the Chair of School PTA regarding MF29 which had been the subject of discussion at the January Meeting. The footpath crossed the Moon Inn Caravan Park and was slippery during wet weather, which was affecting parents and school children using it. Cllr Litchfield had ascertained that if it were to be paved there were regulations regarding the size of stone and the width of the path; permission from the landowner would also needed. The Landlord of the Moon Inn had been contacted by the PTA Chair but no response had yet been received. Resolved: The GPC would offer support but could not commit P3 grant to this footpath.				
The ditch crossing at Checkley had been completed.				
b) Swardon Quarry Picnic Area				
Herefordshire Council's Countryside Service will be withdrawing any further involvement in the picnic site				

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	<p>at Swardon Quarry as of 31st March 2014. As part of the Council's wider spending reviews they were withdrawing from, or disposing of, sites across the county. Cllr Litchfield did not consider this to be an issue and would continue to mow the Picnic Area and cut back the overgrowth of the hedge.</p> <p>b) To report any defects to the Clerk The following defects were reported by members of the public in Open Time</p> <ul style="list-style-type: none"> • Potholes outside the school towards the T junction. It was noted Cllr Hardwick has already emailed the Highways Department regarding this. • Potholes over the bridge (towards Fownhope) have been filled but are damaged again. <p>Cllr Lee reported Potholes</p> <ul style="list-style-type: none"> • between The Clouds and Pen Hafod, Pen Hafod and Lower Cockshoot (x2), Lower Cockshoot and Swardons (x 2) • Opposite the Post Box in The Clouds area • Chapel Pitch Checkley <p>Cllr Lee reported the road edge is disintegrating 50 meters above Clouds Farm</p> <p>c) Update on P3 Grant Total P3 grant used to date was £1,134.91 leaving £15.09 which would be used on Cllr Litchfield's expendables claim. This would finalise the P3 work for 2013/14.</p>	Clerk
337	<p>Mordiford Green</p> <p>a) Update from Working Party Nothing can be done about the posts until the end of March. The used poles, which are being donated by Western Power, will not be available until April. It was noted that certain poles were coated in substances which would make them unusable for Mordiford Green. Cllr Litchfield would retain a pole and then a decision could be made whether to use it or not. The Benches had been ordered and H W Morgan and Sons were awaiting information on time/date for delivery and installation. Cllr Dickson would arrange with Morgans. The Clerk said the noticeboard was now too high for ease of use and also the doors were impeded by the top overhang. Cllr Dickson to talk to Phil Morgan about undertaking this work, which would be at a cost as it wasn't due to the refurbishment.</p> <p>b) To Consider Monument Ongoing. Awaiting costs for gravel base contained by 'kerbstones' for the stone and cost of plaque.</p> <p>c) To Consider Woodland Trust Trees It was currently too wet to plant trees and this would be kept on the agenda</p> <p>d) To Consider Weighing Bridge Hut Cllr Dukes had received a suggestion from a resident to move the Hut to Pentaloe Green. It was also suggested that the Hut be moved to Mordiford Green to be used as a Tourist Information Point. Cllr Ashton Jones had spoken to members of the community who were keen to save it. Resolved: Cllr Dickson to find out if planning permission was needed to install it at Mordiford Green Resolved: Working Group to find out what it would take to move and install the Hut at Mordiford Green</p>	RD RD BD
338	<p>Burial Ground and Closed Churchyard</p> <p>a) Working Party Update Quotations had been received from D C Gardening and Can Do Crew. Resolved: To ask D C Gardening to undertake the work at a cost of £360. Cllr Litchfield queried the standard hourly/daily rate for the Can Do Crew. The Clerk would find this out. Permission was still awaited for Faculty authority to remove the tree in the Closed Churchyard. A broken branch overhanging the Graveyard had been reported by Cllr Radnor. Cllr Dukes had spoken to the Landlord of the Moon Inn regarding its removal. The Clerk asked about safety and liability issues but Cllr Dukes assured the meeting that it will not fall and was safe to leave until it was taken away.</p>	RD RD/BD Clerk

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	<p>b) To Consider Safety Work to Gravestones Quotations had been received from Virgo £375 (inc VAT) (recommending just two memorials needed basic attention). Dawes Brothers (options of £850, £485 or £285 per memorial) and Nick Peglar (work on 2 memorials at a cost of £756 and £480). The quotations had been based on what the individual companies considered needed doing to make the memorials safe.</p> <p>The Chair asked if any surviving relatives had been tracked down but Cllr Dukes considered the memorials to be too old for this course of action to be taken.</p> <p>Resolved: To commission Virgo to undertake the work once the Faculty had given permission. Resolved: The Chair to talk to Chris Moore regarding the proposed work.</p>	NB
339	<p>Allotment Working Party Resolved: This would consist of Cllr Shearer, Cllr Dukes, Cllr Litchfield and Cllr Radnor, with other Cllrs offering assistance when needed. The Clerk would undertake the administration of the allotments and was attending an SLCC course on Allotment Management in June 2014. (Approved April 2013)</p>	BD
340	<p>To appoint an Emergency Co-ordinator Resolved: Cllr Ray Dickson was appointed as Emergency Co-ordinator. The Chair asked for this to be noted in the Dragon.</p> <p>The Clerk noted thanks to Fred Davies who had collected and stored sandbags over the recent bad weather.</p>	BD
341	<p>MIND Running Event Herefordshire MIND were organising a run across Herefordshire on 21st September 2014 and had requested support from the Group Parish Council to be allowed to put ambulances, support vehicles along the route through Mordiford, specifically Mordiford Green. They would also like to be able to put up banners and have requested help in identifying marshals for the Mordiford stretch of the run. It was felt that putting anything on Mordiford Green would not be possible as the posts will have been installed which would prohibit access to vehicles. It was suggested that MIND contact the Moon Inn and also the School who may be able to help.</p>	JL
342	<p>Royal British Legion – WW1 Commemoration Charles Pickles, Chairman of the Fownhope and Woolhope Branch of the RBL (which covers Mordiford), has sent a letter offering support to any community commemorations planned. It was felt the School may undertake a project to commemorate WW1 centenary and the GPC would be willing to discuss with the RBL anything being planned in the area.</p>	JL
343	<p>Scutterdine Lime Kilns Cllr Litchfield gave an update on the AONB response to the Skutterdine Lime Kilns, which, unfortunately, had not been ranked high enough to be included for the full level of funding although the AONB were offering £1,000 as match funding to help lever funding from other grant providers. It was felt that the average cost of repair and restoration would be in the region of £13,500 (based on 2007 tenders). The AONB were keen to ascertain what the GPC wanted out of the project and suggested contacting the Archaeology Department for information and assistance. Cllr Litchfield would follow this up.</p>	JL
344	<p>To Note Information Sheet (Feb 2014) and any other updates There were no further updates</p>	JL
345	<p>To Raise Items for the next Scheduled Parish Council Meeting Donation to the upkeep of Dormington Churchyard</p>	JL

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346	<p>To Note Date and Time of the next regular meeting of the Group Parish Council Tuesday 18th March 2014 at 7.30 pm</p> <p>The meeting closed at 9.45 pm</p> <p>Signed Date 18th March 2014 Chairman of Dormington and Mordiford Group Parish Council</p>	