



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Meeting of the Group Parish Council held on Wednesday 17th February 2016 at 7.30pm

Present

Cllrs Ray Dickson (Chair), Jan Ashton-Jones, John Litchfield

In attendance

Chris Bucknell – Clerk

1 member of the public

Item	Minutes	Action
677	<p>To Receive Apologies for Absence Cllr David Lloyd, Ward Councillor John Hardwick Cllr Richard Jones was absent and no apologies had been received</p> <p>The Clerk confirmed that the meeting was quorate.</p>	
678	<p>Declarations of Interest a) There were no Declarations of Interest b) No written requests for dispensations had been received</p>	
679	<p>To accept minutes of the previous meeting held on 20th January 2016 Resolved: Minutes of meeting held on 20th January 2016 were agreed and signed by the Chairman.</p>	
680	<p>To receive brief verbal reports from:</p> <p>a) Police Update There was no update. It was noted that during recent weeks the police had spent time at the school and had taken note of the traffic problem outside Mordiford School.</p> <p>b) Neighbourhood Watch Update The latest NW Report (meeting of 19th January 2016) had been circulated to all Cllrs. There was no further update</p> <p>The request for a horse warning sign was discussed under Agenda Item 8 Highways.</p> <p>c) Ward Member Cllr Hardwick was not present and there was no update</p>	
681	<p>Public Participation Session The member of the public commented on the fact that he was unable to find the agenda on the website. Cllr Ashton-Jones confirmed that she was uploading documents onto the website on a regular basis and would look into this.</p> <p>Parking on both sides of the road outside the school was mentioned,</p> <p>There were no further comments from members of the public.</p>	J A-J

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682	<p>To Consider Planning Matters</p> <p>a) To Consider any Planning Applications</p> <table border="1" data-bbox="197 264 1417 421"> <thead> <tr> <th data-bbox="197 264 357 331">Reference</th> <th data-bbox="357 264 1417 331">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 331 357 421">160244</td> <td data-bbox="357 331 1417 421">Colwyn, Checkley. Proposed first floor extension. <i>There were no objections to this application</i></td> </tr> </tbody> </table> <p>b) To Note and Decisions/Notifications Received</p> <table border="1" data-bbox="197 488 1417 672"> <thead> <tr> <th data-bbox="197 488 357 533">Reference</th> <th data-bbox="357 488 1193 533">Application</th> <th data-bbox="1193 488 1417 533">Decision</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 533 357 600">140215</td> <td data-bbox="357 533 1193 600">Appeal – 83 Tower Hill Dormington</td> <td data-bbox="1193 533 1417 600">Appeal Pending</td> </tr> <tr> <td data-bbox="197 600 357 672">153483</td> <td data-bbox="357 600 1193 672">Land Adjacent to Garlands Farm, Mordiford. Proposed detached dwelling with attached garage.</td> <td data-bbox="1193 600 1417 672">Awaiting Decision</td> </tr> </tbody> </table>		Reference	Application	160244	Colwyn, Checkley. Proposed first floor extension. <i>There were no objections to this application</i>	Reference	Application	Decision	140215	Appeal – 83 Tower Hill Dormington	Appeal Pending	153483	Land Adjacent to Garlands Farm, Mordiford. Proposed detached dwelling with attached garage.	Awaiting Decision	Clerk																	
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683	<p>Finance</p> <p>a) To receive a Finance Report from the RFO</p> <p>Bank balances: Business Current Account £32,303.63 (cheque 908 £66 still to be presented). Business Reserve account £4,307.18.</p> <p>Q1 and Q2 Lengthsman and P3 Grant had been paid (£2,472.50). A further invoice for Q3 £1,151.75 was pending. One payment of £135 to cover the cost of erecting a memorial had been received and was included in the bank balance. To date 6 allotment invoices had been paid - total income of £468.</p> <p>b) To Agree Payments made since the January Meeting</p> <table border="1" data-bbox="210 990 1417 1146"> <thead> <tr> <th data-bbox="210 990 357 1057">Cheque/BACS</th> <th data-bbox="357 990 1264 1057">Expenditure</th> <th data-bbox="1264 990 1417 1057">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="210 1057 357 1102">BACS</td> <td data-bbox="357 1057 1264 1102">Gift Token for Fred Davies (as agreed at November meeting)</td> <td data-bbox="1264 1057 1417 1102">£50.00</td> </tr> <tr> <td data-bbox="210 1102 357 1146">BACS</td> <td data-bbox="357 1102 1264 1146">Payment to Wellington PC for 50% of SLCC Membership Fee for Clerk</td> <td data-bbox="1264 1102 1417 1146">£59.00</td> </tr> </tbody> </table> <p>Resolved: Payments noted and approved</p> <p>b) To agree payment of outstanding invoices</p> <table border="1" data-bbox="210 1258 1417 1527"> <thead> <tr> <th data-bbox="210 1258 357 1326">Cheque/BACS</th> <th data-bbox="357 1258 1264 1326">Expenditure</th> <th data-bbox="1264 1258 1417 1326">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="210 1326 357 1393">BACS</td> <td data-bbox="357 1326 1264 1393">Vision ICT invoice 5760. Payment for .gov.uk April 2016 – March 2018. £80.00 + VAT</td> <td data-bbox="1264 1326 1417 1393">£96.00</td> </tr> <tr> <td data-bbox="210 1393 357 1438">Chq 910</td> <td data-bbox="357 1393 1264 1438">National Allotment Society Membership 2016 – 2017 £55 + VAT</td> <td data-bbox="1264 1393 1417 1438">£66.00</td> </tr> <tr> <td data-bbox="210 1438 357 1482">Chq 911</td> <td data-bbox="357 1438 1264 1482">Mordiford Primary School. Room booking March 2016 to January 2016</td> <td data-bbox="1264 1438 1417 1482">£160.00</td> </tr> <tr> <td data-bbox="210 1482 357 1527">BACS</td> <td data-bbox="357 1482 1264 1527">Cost for uncontested election May 2015. Invoice 91112914</td> <td data-bbox="1264 1482 1417 1527">£69.20</td> </tr> </tbody> </table> <p>Resolved: Payments noted and approved</p> <p>c) To Consider Membership of HALC 2016/17</p> <table border="1" data-bbox="210 1617 1554 1706"> <thead> <tr> <th data-bbox="210 1617 427 1662">Cheque/BACS</th> <th data-bbox="427 1617 1436 1662">Expenditure</th> <th data-bbox="1436 1617 1554 1662">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="210 1662 427 1706"></td> <td data-bbox="427 1662 1436 1706">Membership of HALC April 2016 – March 2017 £412.60 + VAT</td> <td data-bbox="1436 1662 1554 1706">£495.12</td> </tr> </tbody> </table> <p>Resolved: The Clerk to ascertain whether membership of HALC included access to NALC information (or whether DMGPC could be members of NALC independently) and to reconsider at the March meeting.</p> <p>d) To Review Standing Orders</p> <p>A copy of the Standing Orders adopted in March 2015 was sent to Cllrs on 9th February 2016 for review and comment.</p> <p>Resolved: It was agreed to re-adopt the Standing orders without amendment</p>		Cheque/BACS	Expenditure	Amount	BACS	Gift Token for Fred Davies (as agreed at November meeting)	£50.00	BACS	Payment to Wellington PC for 50% of SLCC Membership Fee for Clerk	£59.00	Cheque/BACS	Expenditure	Amount	BACS	Vision ICT invoice 5760. Payment for .gov.uk April 2016 – March 2018. £80.00 + VAT	£96.00	Chq 910	National Allotment Society Membership 2016 – 2017 £55 + VAT	£66.00	Chq 911	Mordiford Primary School. Room booking March 2016 to January 2016	£160.00	BACS	Cost for uncontested election May 2015. Invoice 91112914	£69.20	Cheque/BACS	Expenditure	Amount		Membership of HALC April 2016 – March 2017 £412.60 + VAT	£495.12	Clerk
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	<p>e) To Review Financial Regulations and Risk Assessment A copy of the Financial Regulations and Risk Assessment was sent to Cllrs on 9th February 2016 for review and comment. Resolved: It was agreed to re-adopt the Financial Regulations and Risk Assessment without amendment</p> <p>684 Highways, Footpaths and Commons</p> <p>a) Mordiford Traffic/Pedestrian Safety Proposals There was no further update</p> <p>b) Highways and Footpath Issues MF 25 (Loop Walk) – 2 gates were to be installed. Cllr Litchfield noted that there had been complimentary comments from members of the public regarding the upkeep and accessibility of footpaths in the area. There were still 4 more stiles to be replaced on the Loop Walk but this needed landowners' permission and access for fitting these was problematic.</p> <p>The need for a horse warning sign, as requested by the Neighbourhood Watch Group, had been referred to Manny Smith, Locality Steward at Balfour Beatty for comment. There was no funding available from BB to install the sign and the cost to obtain and fit two from Balfour Beatty would be £190.51 + VAT. Balfour Beatty recommended the sign was fitted by their operatives because of issues with traffic management and safety. The Clerk was asked to find out the cost for one sign to be installed towards Woolhope on the bend by Pound Lane and to confirm any restrictions regarding installation on the highway. This would be put back on the agenda for the March meeting.</p> <p>c) To report any defects to the Clerk There were none to report</p> <p>d) Lengthsman Update The Clerk reported on the position regarding the Lengthsman and P3 Grant. To date £798.75 of Lengthsman/P3 grant remained which needed to be matched by the same amount of funding from the Parish Council. The Clerk confirmed that the Expression of Interest for the 2016/17 grant had been submitted, assuming the same level of funding as 2015/16.</p> <p>To Approve 2016/17 Lengthsman and P3 Annual Plan Cllr Litchfield had met with the Clerk to put together the 2016/17 Annual Plan which was based on routine maintenance, reactive/proactive maintenance and improvements. The Plan had been circulated to all Councillors in advance of the meeting for comment. Resolved: To submit the Annual Plan to Balfour Beatty</p>	Clerk
685	<p>Neighbourhood Planning</p> <p>a) Update on discussions with NDP Steering Group This item was deferred until the March meeting</p>	Clerk
686	<p>Allotments</p> <p>a) Update from Allotment Working Party Cllr Ashton-Jones reported that there were still 3 allotments vacant plus 2 at the front by the road. There was a need to advertise these to try and get tenants to take them up. Cllr Ashton-Jones would advertise in Hampton Bishop and in Holme Lacy. The water had not yet been turned on and the lease had not yet come back from Nick Edge following the amendments agreed at the February GPC meeting. Cllr Ashton-Jones would follow this up.</p> <p>b) To Consider any Expenditure There was no expenditure</p>	J A-J

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687	<p>Update on Shepherds Orchard Community Orchard</p> <p>a) To Consider Contract for Upkeep and Maintenance D C Gardening and Daniel Squires had been approached to put in quotations for the upkeep and maintenance of the orchard to include a monthly cut of the grass during the growing season and an annual trim of the trees. The possible need for tree guards had also been mentioned but both contractors felt that as the trees had rabbit guards fitted this would not be necessary and the better way forward would be to spray around the base of the trees.</p> <p>Cost Comparison for 8 monthly visits from March until the end of October D C Gardening: £430 + VAT Daniel Squires: £240 + VAT</p> <p>Resolved: To offer the contract to Daniel Squires for a period of 12 months and then to review level of work required.</p>	Clerk
688	<p>Burial Ground and Closed Churchyard</p> <p>a) To Consider Repairs to Church Wall – ownership and way forward The Clerk had contacted S J Joseph - who did the Mordiford Bridge Wall and Des Mussell - who does work on the Sufton Estate asking for a broad view of what needed doing to the Church Wall and a ballpark estimate, rather than a detailed quotation which would come later. Steve Joseph visited the site and indicated that this would be a significant job taking around 2 months, costing in the region of £30k. He confirmed that in his view the wall was still safe and did not pose a risk to members of the public. Des Mussell had not responded. Another contractor was mentioned and The Clerk was asked to follow this up and obtain another view on the work required.</p> <p>Rev Chris Moore is currently in discussion with the Hereford Archives trying to find a copy of the Section 215(2)(a) which would confirm whether responsibility lay with the GPC or the PCC. A legal comment from NALC, together with other documents relating to the discussions about the wall have been passed to Cllr Dickson for review.</p> <p>Resolved: To wait to make a decision until Rev Moore has completed his search for the Section 215(2)(a).</p> <p>b) Memorial Bench for Local Resident This was progressing and would be taken off the agenda.</p> <p>c) To Consider any Costs related to the Burial Ground and Closed Churchyard There were no costs to consider</p>	Clerk
689	<p>Website Management</p> <p>It was felt that the Group Parish Council website and the Community website needed separating whilst maintaining links between them to allow ease of access to the public. It was noted that the site was of great value to the local community and Brian Dukes was commended for all his hard work and commitment to maintaining the site over the years. For the future it was felt the best approach may be to take down the current site and build a new one which was properly accessible for authorised personnel. It was felt that all Councillors and the Clerk should be trained in accessing the site and posting information although it was recognised that there was a need to maintain strict control over how the site was managed and maintained.</p> <p>Resolved: Cllr Dickson and one other Councillor to arrange to meet with Brian Dukes to take the proposals forward.</p>	RD
690	<p>To Note the Information Sheet (February 2016) and any other Updates Resolved: The Information Sheet was noted.</p>	
691	<p>To Raise Items for the next Scheduled Parish Council Meeting Horse Warning sign, Website</p>	

Item	Minutes	Action
692	<p data-bbox="193 185 1171 221">To Note Date and Time of the next Regular Meeting of the Group Parish Council</p> <p data-bbox="193 221 927 257">Wednesday 16th March 2016 at 7.30pm at Mordiford School.</p> <p data-bbox="193 271 568 306">The meeting closed at 9.30 pm</p> <p data-bbox="193 488 608 524">Signed</p> <p data-bbox="193 524 943 560">Chairman of Dormington and Mordiford Group Parish Council</p> <p data-bbox="868 488 1134 524">Date 16th March 2016</p>	