



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



**Minutes of the meeting of the Parish Council held on
Tuesday 21st January 2014 at 7.30pm**

Present

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

In attendance

Ward Cllr John Hardwick
PC Neil James
Kat La Tsar – West Midlands Housing
Gary Godsell- Harper Group PLC (for agenda item 4)
Tony Peach – Harper Group PLC (for agenda item 4)
Chris Bucknell – Parish Clerk
24 members of the public

Item	Minutes	Action
312	<p>To Accept Apologies for Absence Apologies were accepted from Cllr John Lee</p> <p>Tribute to Peter Davies The Chair led a tribute to the late Peter Davies, a valued Councillor at Mordiford for many years, who was well liked and respected by the local community. The meeting observed a minute's silence in his memory.</p> <p>Process for filling a Casual Vacancy The clerk outlined the process which was first to publish a notice of the vacancy, which would be done by 24th January. An election for the vacancy will be held if, within 14 days, 10 electors from the Parish request, in writing, an election. If this happens the election date will be set and publicised and those living in and within 3 miles of the Parish are free to put their names forward. If two or more people do this an election will be held, if only one person puts themselves forward they will be elected unopposed. If no such request for an election is received, the Parish Council can fill the vacancy by co-option in whatever way they see fit. Cllr Litchfield queried the cost of holding an election but was assured that funding was held in reserves to cover this.</p>	
313	<p>Declarations of Interest</p> <p>a) To receive declarations of interest - None received b) To approve any written requests for dispensations - None received</p>	
314	<p>To accept minutes of the previous meeting held on 19th November 2013 Minutes of the previous meeting were accepted as a true and accurate record and signed by the Chairman.</p>	
315	<p>To receive brief verbal reports from:</p> <p>a) Police Representative PC James updated the meeting about the realignment of the local policing boundaries which meant that</p>	

Item	Minutes	Action
316	<p>his team, which included himself, PCSO Dean Wall and PCSO Elena Ekanite, now covered 6 wards and 21 villages. PC James detailed four incidents which had taken place in Dormington and Mordiford over the past month, highlighting the incident of the woman who had been rescued from the river by 2 PCs who had subsequently been nominated for a Royal Humane Society Award for their bravery. The Chief Constable, had decided that the current Local Policing Newsletter be changed to include less detailed reports and more general community safety messages. The meeting felt this was a shame as the Newsletter was valued by local Councillors and Neighbourhood Watch Teams.</p> <p>b) Neighbourhood Watch Update Cllr Dukes reported that a meeting had taken place on 15th January where three specific incidents had been discussed</p> <ul style="list-style-type: none"> • The disappearance of 12-15 horned sheep • Stolen ferrets • Complaints about loud noise coming from a car radio in Sufton Rise <p>Cllr Dukes encouraged the local community to talk to their Neighbourhood Watch Co-ordinator and to report any incidents.</p> <p>c) Ward Member – Councillor Hardwick Cllr Hardwick gave an update on the following issues</p> <ul style="list-style-type: none"> • The judicial review on the Rugby Club development; Hampton Bishop Parish Council had lost the challenge and planning permission had been granted although an appeal from Hampton Bishop was anticipated. It was expected that as a result of the development there would be section 106 monies which could be used to address parking issues outside the school. • The recent by-election at Pontrilas where the Conservatives had lost to Its Our County resulting in a 29/29 split on the Council. • The recent Cabinet reshuffle which had reduced the cabinet to 6 members. The Leader had offered 1 seat each to Its Our County and the Independents and later 2 seats to the Independents, all of which were refused, so the Cabinet remains at 6 members. • The serious issues related to the budget. The 3 year projection suggests that borrowing will increase, even with the assumption that some assets will be sold. <p>d) WM Housing Kat La Tsar and representatives from Harper Group PLC gave up update on progress. Drainage issues had delayed the start of the project; work was now scheduled to begin at the end of January/beginning of February. Anyone wishing to express an interest in any of the houses in the new development should register their interest with Homepoint. Those wishing to express an interest in the allotments were encouraged to contact the Clerk.</p> <p>It was agreed to take Agenda Item 15 (Future of the Yew Tree Inn, Priors Frome) and the Public Participation Session together</p> <p>Public Participation Session Issues related to the proposed closure of the Yew Tree Inn were put forward by a number of residents. The Community Right to Bid was mentioned and this may serve to delay the sale of the property but it was noted that whilst this would give time for community groups to raise money to purchase the building, the legislation did not require the owner to sell to any one particular group or person. A business plan would be required before anything could be taken forward in order to ascertain whether this was a realistic, viable proposition which would benefit the community. Cllr Shearer offered to help the community develop this.</p> <p>The Clerk offered to send a factsheet on the Community Right to Bid to Neil Bagley, together with details of Dilwyn which had undertaken a similar project.</p>	<p>CS Clerk</p>

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317	<p>The Chair assured those present that the PC would investigate the options available if there was real community interest in saving the Yew Tree Inn as a community asset and this would be discussed again at the next PC meeting.</p> <p>Note: all but 4 members of the public left after this agenda item.</p> <p>To Consider Planning Matters</p> <p>a) To consider any Planning Applications</p> <table border="1" data-bbox="183 499 1418 1328"> <thead> <tr> <th data-bbox="183 499 405 533">Reference</th> <th data-bbox="405 499 1418 533">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="183 533 405 929">P133305/F</td> <td data-bbox="405 533 1418 929"> <p>Claston Farm, Dormington. Erection of 2 broiler units with a linked control room and associated hard standings, feed bins and attenuation pond. Cllr Shearer had put together a response which highlighted issues with increased noise, an unacceptable increase in odour, increased traffic entering and leaving the site. Response submitted 06/01/14.</p> <p>Cllr Hardwick gave an update – the Environment Agency had requested further information on flooding and disposal of the manure from the site. It was agreed to put in an additional comment expressing concern about any additional run off into the river Frome, given the flooding conditions that are already experienced at nearby Moor Mills cottages.</p> </td> </tr> <tr> <td data-bbox="183 929 405 1146">P133353/FH</td> <td data-bbox="405 929 1418 1146"> <p>Frome Cottage, Priors Frome. Two storey side extension over existing garage and alternations to internal layout. The Planning Working Group have submitted a response which emphasises the fact that the balcony will severely disadvantage neighbouring properties. This has also been commented on by the Planning Officer who has recommended refusal on this basis. 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Resolved: Cllr Dickson to follow up.</p> <p>d) Planning Working Party – membership and procedures</p> <p>The Working Group consisted of a group of representative Councillors who reviewed all planning applications. It was agreed that where applications were not considered to be contentious the views and recommendations of the Working Party would be accepted, with larger and more controversial applications being debated by the full GPC. Following Peter Davies' death there was a vacancy on the Planning Working Group for a representative of Sufton Rise. Resolved: That Cllr Radnor would join the Planning Working Group.</p>	Reference	Application	P133305/F	<p>Claston Farm, Dormington. Erection of 2 broiler units with a linked control room and associated hard standings, feed bins and attenuation pond. Cllr Shearer had put together a response which highlighted issues with increased noise, an unacceptable increase in odour, increased traffic entering and leaving the site. 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318	<p>Neighbourhood Planning</p> <p>a) Update on progress and next steps</p> <p>An information sheet had been distributed with the January Dragon giving key facts about Neighbourhood Planning and asking householders to indicate, on a reply sheet, whether they are in favour of DMGPC taking forward a Neighbourhood Plan and, if so, whether they would be willing to help in the process. Responses have been requested by 15th February 2014 and will either be collected by the Dragon distributor or emailed to the Clerk. It has been stressed that not replying has the same effect as a no response. Cllr Radnor requested an additional flyer (It's Not Too Late) encouraging people to respond by the deadline. The Clerk would produce this and circulate for comment. Kat Le Tsar offered West Midland Housing help for the Neighbourhood Planning process going forward.</p>	Clerk																																							
319	<p>Finance</p> <p>a) To Receive a Finance Report from the RFO</p> <p>Business Current Account (as at 15/01/14) – latest bank statement £14,134.93 (all cheques presented). Business Reserve account (as at 19/11/13) £4,303.36 (plus £0.44 interest).</p> <p>b) To agree payments made since the November meeting</p> <table border="1" data-bbox="156 824 1412 898"> <thead> <tr> <th>Cheque</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>746</td> <td>HMRC Quarter 3 payment.</td> <td>£168.60</td> </tr> </tbody> </table> <p>Resolved: Payment agreed</p> <p>c) To agree payment of outstanding invoices</p> <table border="1" data-bbox="156 1032 1412 1868"> <thead> <tr> <th>Cheque</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>747</td> <td>Hire of Mordiford School Hall (Herefordshire Council). February 2013 to November 2013 @ £20 per evening. No number or date on invoice</td> <td>£200.00</td> </tr> <tr> <td>748</td> <td>Fownhope Parish Council. 20% contribution to Ross on Wye bus service. June – August (invoice dated 23/10/13 but not received until December) and September and November, invoice dated 31/12/13.</td> <td>£108.00</td> </tr> <tr> <td>749</td> <td>PIP Printing. 350 copies of January edition of Dragon and NP flier. Invoice 56741 dated 06/01/14. (£214.80 + VAT)</td> <td>£228.30</td> </tr> <tr> <td>750</td> <td>SLCC – updated manual and legal procedures for graveyard management. Invoice 113429 dated 28/11/13.</td> <td>£27.00</td> </tr> <tr> <td>751</td> <td>H W Morgan & Sons. Noticeboard at Priors Frome. Invoice 652014 dated 20/11/13. £350 + VAT</td> <td>£420.00</td> </tr> <tr> <td>752</td> <td>Deaf Direct. Printing of Mangerdine Planning Application. 75 colour copies and 5 black and white copies. Invoice dated 20th December 2013.</td> <td>£11.65</td> </tr> <tr> <td>753</td> <td>ICO. Renewal of Data Protection Registration until 11/1/15. Renewal notice dated 21/12/13</td> <td>£35.00</td> </tr> <tr> <td>754</td> <td>Clerk's salary for period October to December 2013 net. Details on salary sheets</td> <td>£674.16</td> </tr> <tr> <td>755</td> <td>Clerk's expenses for period October to December. Details on expenses sheets.</td> <td>£136.99</td> </tr> <tr> <td>756</td> <td>D C Gardening invoice 323 dated 23/12/13. Fixing centre post in Mordiford Churchyard, Mowing Mordiford Green, Cutting back bramble hedge in cemetery and removal of rubbish.</td> <td>£235.00</td> </tr> </tbody> </table> <p>Resolved: Payments Approved</p> <p>d) To Consider 2014/15 budget proposals and precept</p> <p>The Finance Working Party met on Monday 6th January and discussed the budget for 2014/15. The draft</p>		Cheque	Expenditure	Amount	746	HMRC Quarter 3 payment.	£168.60	Cheque	Expenditure	Amount	747	Hire of Mordiford School Hall (Herefordshire Council). February 2013 to November 2013 @ £20 per evening. No number or date on invoice	£200.00	748	Fownhope Parish Council. 20% contribution to Ross on Wye bus service. June – August (invoice dated 23/10/13 but not received until December) and September and November, invoice dated 31/12/13.	£108.00	749	PIP Printing. 350 copies of January edition of Dragon and NP flier. Invoice 56741 dated 06/01/14. (£214.80 + VAT)	£228.30	750	SLCC – updated manual and legal procedures for graveyard management. Invoice 113429 dated 28/11/13.	£27.00	751	H W Morgan & Sons. Noticeboard at Priors Frome. Invoice 652014 dated 20/11/13. £350 + VAT	£420.00	752	Deaf Direct. Printing of Mangerdine Planning Application. 75 colour copies and 5 black and white copies. Invoice dated 20 th December 2013.	£11.65	753	ICO. Renewal of Data Protection Registration until 11/1/15. Renewal notice dated 21/12/13	£35.00	754	Clerk's salary for period October to December 2013 net. Details on salary sheets	£674.16	755	Clerk's expenses for period October to December. Details on expenses sheets.	£136.99	756	D C Gardening invoice 323 dated 23/12/13. Fixing centre post in Mordiford Churchyard, Mowing Mordiford Green, Cutting back bramble hedge in cemetery and removal of rubbish.	£235.00
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	<p>budget had been circulated to all Councillors and the Chair went over the proposals and implications at the meeting. The proposal to raise the precept to £14,925, an increase of £1,980 over 2013/14 was voted on. Cllr Litchfield said he could not support the proposal on the basis of a further £2k of reserves being ringfenced to repair the churchyard wall; the liability for which he felt should be with the Church or the adjoining landowner. The Chair commented that responsibility for the wall was far from clear-cut and the Council should be prudent in case a health and safety issue demanded prompt action which would inevitably be expensive. Provision had also been made for the repair to certain monuments for health and safety reasons but, wherever possible, efforts will be made to trace relatives first.</p> <p>Resolved: To accept the proposal that the precept is raised to £14,925 and to submit request to Herefordshire Council</p>	Clerk
	<p>e) To Consider Membership of CPRE Resolved: To renew membership of CPRE membership for 2014/15 at a cost of £29.00</p>	Clerk
	<p>f) To consider purchase of benches for Mordiford Green A quotation has been received from H W Morgan and Sons for £320 (+VAT) for the purchase and installation of 2 benches similar to that at Pentaloe Spout. Resolved: To purchase the benches for Mordiford Green as per the quotation.</p>	Clerk
	<p>g) To Consider Review of Standing Orders and Financial Regulations The current Financial Regulations were reviewed and adopted in 2009 and the Standing Orders in 2012. The current DMGPC agreement with the Standing Orders is that they are reviewed every 4 years but the Clerk proposes that, with the many changes that have taken place over the past two years, particularly with the 2012 changes to the Code of Conduct, Standards Board Regime and Complaints Procedure, these Standing Orders are reviewed and updated to ensure they completely comply with current legislation. Resolved: The Clerk to suggest revisions and circulate a draft for approval at the February meeting</p>	Clerk
320	<p>Highways and Footpaths a) Highways and Footpath Issues The Clerk had been contacted by a resident regarding the footpath which crosses the Moon Inn Caravan Park (MF29), saying that although the Parish Council have improved the top of the steps by the cemetery, the remainder of the footpath across the field was slippery during wet weather, with mud affecting parents and school children using the footpath from the Woolhope Road. It was felt that this footpath needed to be upgraded to possibly a permanent pathway which would be expensive. The issue was exacerbated by vehicles driving over the ground. It was felt the school and/or the Moon Inn should contribute to the work. Resolved: Cllr Dickson to discuss with the landlord of the Moon Inn and to look at the terms of the planning permission for the Caravan Site. Resolved: This would be considered at the start of the next financial year to ascertain priorities for expenditure.</p> <p>Cllr Litchfield reported that the PROW Officer boundaries had been redefined and Jonathon Rogers was the new PROW Inspector for the group of parishes.</p> <p>The Footpaths Leaflets needed re-printing, 100 of each. Cllr Litchfield would send the master to the Clerk.</p> <p>b) To report any defects to the Clerk The problem of water in a depression at the kissing gate at Pentaloe Close has been resolved by the addition of several loads of pea shingle.</p>	RD JL

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	<p>c) Parking outside of Mordiford School Discussions were currently in abeyance pending any Section 106 monies from the Rugby Club development becoming available.</p> <p>d) Update on Lengthsman Grant All Lengthsman Grant (£1,755) had been expended with an overspend of £290.62 which would be covered by the GPC. A claim will be put in for the final 25% of grant owing. Balfour Beatty is currently considering the Lengthsman Scheme for 2014/15</p> <p>e) Update on P3 Grant Total P3 grant used to date was £837.91 leaving £312.09 which would be expended on rebuilding the ditch crossing at Checkley, adding steps, a handrail and 2 gates, one at either end of the planks. There are still 2 gates required at Claston Farm near Perton on path DR5.</p>	
320	<p>Mordiford Green</p> <p>a) Update from Working Party The grass had been cut by D C Gardening and the dividing fence (from the old play area) installed by the Working Party. There was a need to consider an outer boundary to prevent parking on the Green. Cllr Davies had been organising posts for this but the current situation was unclear. Cllr Litchfield suggested the use of telegraph posts that were no longer required. Cllrs Dickson and Litchfield to assess. Cllr Litchfield noted that as well as D C Gardening, the Can Do Crew and Michael Dyer should be asked to quote for ongoing maintenance of the Green. The Clerk noted that Michael Dyer was asked to quote for the previous clearance work but the Can Do Crew had put in a much more competitive quote.</p> <p>b) To Consider Membership of Working Party Resolved: To leave the membership as it is and to co-opt others when needed.</p> <p>c) To Consider Dedication of Benches It was proposed to dedicate the new benches to Peter Davies and Beth Dickson, this was unanimously agreed.</p> <p>d) To Consider Monument Ongoing. Awaiting costs for gravel base contained by 'kerbstones' for the stone and cost of plaque.</p>	BD/ JL
321	<p>Burial Ground and Closed Churchyard</p> <p>a) Working Party Update It was agreed to trim the ivy, not to remove it as this would be detrimental to the structure of the wall. Cllr Dukes and Cllr Radnor would meet to agree a way forward.</p> <p>b) To Consider Safety Work to Gravestones No update</p> <p>c) To discuss burial of ashes in closed churchyard Cllr Dukes has noted that ashes are still being buried in the Closed Churchyard, enquiries with Dawes Brothers has confirmed this is the case. It was confirmed that there was a Garden of Remembrance at the west end of the churchyard where ashes could be buried. It was felt the GPC did not need to be involved in this.</p>	BD/ LR
322	<p>Iron Room End of Lease The lease of the Iron Room had been terminated on the request of James Hereford with effect from 1st January 2014. The Chair would confirm with James Hereford that the lease on the play area would also not be renewed.</p>	NB

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323	<p>MIND Running Event This item was deferred until February</p>	
324	<p>Scutterdine Lime Kilns Cllr Litchfield reported that the AONB had stated, in their Overlooking the Wye newsletter, that the Limekilns were worth preserving. Cllr Litchfield had met with David Williams from Hope Springs to discuss the issue and Andrew Blake, from AONB, was meeting with his archaeology colleagues to discuss the way forward. Cllr Litchfield felt that if funding were available, which the AONB said they may be able to secure from Awards for All, then this work should go ahead.</p>	
325	<p>To Consider the future of the Yew Tree Inn, Priors Frome This item was covered with Item 316, Public Participations Session</p>	
326	<p>The Future of the Weighing Bridge Hut at Mordiford An article had been placed in the January edition of the Dragon asking for views on how this should be progressed. Cllr Litchfield suggested that maybe the Hut could be moved to Mordiford Green to act as an Information Centre. This item would be considered at a later date once local views were known.</p>	
327	<p>To Note Information Sheet (Jan 2014) and any other updates There were no further updates</p>	
328	<p>To Raise Items for the next Scheduled Parish Council Meeting Contribution to running and update of Lady Emily Hall at Tarrington</p>	
329	<p>To Note Date and Time of the next regular meeting of the Group Parish Council Tuesday 18th February 2014 at 7.30 pm The meeting closed at 10.00 pm</p>	
Signed	Date 18 th February 2014	
Chairman of Dormington and Mordiford Group Parish Council		