



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Meeting of the Group Parish Council held on Wednesday 18th January 2017 at 7.30pm

Present

Cllrs Ray Dickson (Chair), Cllr Joanna Kippax, John Litchfield, David Lloyd, Mel Preedy, Chris Bucknell (Parish Clerk)

In attendance

Ward Cllr John Hardwick

8 members of the public were present

Item	Minutes	Action
1.0	To Receive Apologies for Absence – Cllr Ashton-Jones	
2.0	<p>Declarations of Interest</p> <p>a) To Receive Declarations of Interest Cllrs Litchfield and Lloyd declared a non-pecuniary interest in an item that was to be raised in the public session (as they were resident in the area concerned). The Clerk confirmed that in line with Standing Orders they could remain in the room but not take part in any discussions on this item.</p> <p>Cllr Litchfield had completed an updated Notice of Registrable Interests form which was handed to the Clerk.</p> <p>b) To Consider Requests for Dispensations There were no requests for dispensation.</p>	
3.0	<p>To accept minutes of the Regular Meeting of the Group Parish Council held on 16th November 2016 Resolved: Minutes of meeting held on 16th November 2016 were agreed and signed by the Chairman.</p>	
4.0	<p>To receive brief verbal reports from:</p> <p>a) Police Update The January SNT Newsletter had been circulated to all Cllrs. It was noted that there were ongoing reports of vehicle damage around Sufton Rise. Victims have had vehicle tyres punctured. Some of the residents feel incidents are occurring after issues raised regarding parking. Parking is very limited in the area and not clearly defined. The Police have contacted the Housing Association.</p> <p>b) Neighbourhood Watch Update There was no update</p> <p>c) Ward Member – Councillor Hardwick Cllr Hardwick reported that the Annual Budget was to be discussed at Cabinet and recommendations put to full Council. There had been a meeting with the Headteacher of Mordiford School, the School Governors and Andy Hough of Herefordshire Council to discuss the School Capital Investment Strategy. Mordiford was classified as an outstanding school and as such qualified for financial support even though it held Academy status. A previous planning application had restricted school numbers to 156 which made the options less economic in terms of moving forward. Cllr Hardwick cautioned that discussions were still in the very early stages but it was likely that there would be a planning application submitted to be able to build the school numbers – this would need to be mindful of the traffic issues</p>	

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5.0	<p>and it was likely that part of the solution may include addressing highways issues.</p> <p>Public Participation Session</p> <p>There had recently been a heated dispute between a local householder and a horse owner over horse droppings in Serpents Lane (Hope Springs Farm area), which had resulted in Police attendance, with all householders and the stable owner subsequently being issued with a letter. Horse owners from the local livery yard and residents who lived in the Hope Springs Farm area had come to the GPC meeting to put their views forward. It was noted that the GPC's involvement was to cutback overgrowth and reinstate signage where necessary to keep the footpaths clear and passable but it was not the responsibility of the GPC to monitor other issues. It was noted that there was no law relating to horse droppings which were biodegradable and as such were treated differently to dog excrement in terms of legislation. However, residents felt that droppings should be cleared up by those walking and riding the horses along the bridleway to stop excrement being walked into their homes. Following discussion, it was confirmed that the GPC could not make a decision or ruling about this issue as it concerned private land, but it was agreed that there should be give and take on both sides. It was suggested that maybe a meeting could be arranged between the horse owners and the residents to find an agreed way forward. The GPC would not be involved in this meeting but agreed to write to the owner of the stables saying that this discussion had taken place, again stressing that it was not within the remit of the GPC to action any suggestions.</p>	Clerk																									
6.0	<p>To Consider Planning Matters</p> <p>a) To Consider any Planning Applications</p> <table border="1" data-bbox="196 969 1433 1086"> <thead> <tr> <th data-bbox="196 969 349 1010">Reference</th> <th data-bbox="349 969 1433 1010">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="196 1010 349 1086">164103</td> <td data-bbox="349 1010 1433 1086">Claston Farm, Dormington. Erection of 2 additional broiler units on existing poultry site with associated infrastructure.</td> </tr> </tbody> </table> <p>The GPC considered this application and felt that as long as all the usual environmental issues had been considered and addressed they would have no objection to the proposals. It was noted that any developments should not obstruct the footpath and the catchment and disposal of waste etc should be strictly controlled.</p> <p>b) To Note any Decisions/Notifications Received</p> <table border="1" data-bbox="196 1279 1433 1899"> <thead> <tr> <th data-bbox="196 1279 349 1319">Reference</th> <th data-bbox="349 1279 1265 1319">Application</th> <th data-bbox="1265 1279 1433 1319">Decision</th> </tr> </thead> <tbody> <tr> <td data-bbox="196 1319 349 1391">163491</td> <td data-bbox="349 1319 1265 1391">Woodavens, Dormington. Conversion of outbuilding into dwelling.</td> <td data-bbox="1265 1319 1433 1391">Awaiting Decision</td> </tr> <tr> <td data-bbox="196 1391 349 1462">163733</td> <td data-bbox="349 1391 1265 1462">Woodavens, Dormington. Listed Building Consent</td> <td data-bbox="1265 1391 1433 1462">Awaiting Decision</td> </tr> <tr> <td data-bbox="196 1462 349 1610">163113</td> <td data-bbox="349 1462 1265 1610">Yew Tree Cottage, Checkley. Demolition of existing bake house, single storey bathroom area and timber constructed entrance lobby. Construction of two storey high garden room, bedroom, bathroom and hall/lobby. 163114 is application for listed building consent.</td> <td data-bbox="1265 1462 1433 1610">Withdrawn</td> </tr> <tr> <td data-bbox="196 1610 349 1682">163240</td> <td data-bbox="349 1610 1265 1682">Land North West of The Pound, Mordiford. Three-sided shelter/barn (retrospective).</td> <td data-bbox="1265 1610 1433 1682">Approved</td> </tr> <tr> <td data-bbox="196 1682 349 1794">162558</td> <td data-bbox="349 1682 1265 1794">The Lime Kilns, Hope Springs Farm, Mordiford - Proposed change of use from B8 to B1 with conversion of existing building to form 5 office/workshop units</td> <td data-bbox="1265 1682 1433 1794">Awaiting Decision</td> </tr> <tr> <td data-bbox="196 1794 349 1899">162400</td> <td data-bbox="349 1794 1265 1899">Land West of Clay Hill Pit, Larport Farm, Larport Lane, Dormington – energy storage system comprising of battery storage containers, ancillary buildings, security fencing, CCTV landscaping and substation</td> <td data-bbox="1265 1794 1433 1899">Approved with Conditions</td> </tr> </tbody> </table>	Reference	Application	164103	Claston Farm, Dormington. Erection of 2 additional broiler units on existing poultry site with associated infrastructure.	Reference	Application	Decision	163491	Woodavens, Dormington. Conversion of outbuilding into dwelling.	Awaiting Decision	163733	Woodavens, Dormington. Listed Building Consent	Awaiting Decision	163113	Yew Tree Cottage, Checkley. Demolition of existing bake house, single storey bathroom area and timber constructed entrance lobby. Construction of two storey high garden room, bedroom, bathroom and hall/lobby. 163114 is application for listed building consent.	Withdrawn	163240	Land North West of The Pound, Mordiford. Three-sided shelter/barn (retrospective).	Approved	162558	The Lime Kilns, Hope Springs Farm, Mordiford - Proposed change of use from B8 to B1 with conversion of existing building to form 5 office/workshop units	Awaiting Decision	162400	Land West of Clay Hill Pit, Larport Farm, Larport Lane, Dormington – energy storage system comprising of battery storage containers, ancillary buildings, security fencing, CCTV landscaping and substation	Approved with Conditions	Clerk
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	<p>c) To Note Process for Rural Site Allocation Plan Sam Banks of Herefordshire Council had circulated the process for those areas who were not progressing with a Neighbourhood Development Plan and who would therefore be included within the Rural Areas Site Allocation DPD. This document would be produced by Herefordshire Council to support the delivery of the Core Strategy policy and would only contain settlement boundaries and/or site allocations to support Policy RA2, with no further development management policies included. DMGPC will be consulted on the document in the same way as any other planning policy document but would not be directly involved in its production. This process was noted.</p> <p>d) Other Planning Issues 21 The Maltings Dormington - Steve Davies, Development Supervisor / Enforcement Officer had said that he had visited the site but the issues were more complex than he had originally thought and he was taking further advice. He also wanted a GPC view on how much of an issue the additional parking was likely to be in terms of affecting the visibility splays. In terms of the parking it was felt that there was no problem at the moment but the dwellings were not yet fully occupied and it was conceivable that when they were there could be two cars plus visitors etc – then parking on the verge could be a problem in the future. It was also noted that consideration needed to be given to access for emergency vehicles that may be affected if the entrance was to be blocked by parked cars.</p> <p><i>Post Meeting Note: The following information was received from Steve Davies: The residential development of the carports (former barns) does not fall under the definition of development, not being regarded as a 'separate planning unit' under planning law as long as its use remains ancillary to the main dwelling. However, the alteration of these buildings is in breach of Condition 10 of the original planning permission. Therefore, the Council has required the owner either to restore the buildings to their original condition or apply for planning permission to vary Condition 1 within 60 days of 17th January 2017. With regard to the windows on the north-western elevations of the original stone buildings, we have it on record that the owner was informed by the Council that the harm caused by this particular breach was not so significant that it would necessarily be expedient to take enforcement action, and therefore the Council has not required the owner to remove these windows.</i></p> <p>BT Connection Box – The Clerk had been contacted by Colin Foster of BT requesting permission to move the current connection box from its site outside the school to Mordiford Green which would be safer for those working on the connections. Mr Hereford had approved this but wanted the GPC to give permission before the work was carried out. BT had said they would cover the cost of moving the current noticeboard to a site nearer to the pavement, which it was felt would be more convenient for those wishing to view the notices. The GPC had no issue with these proposals and the Clerk was asked to arrange it with BT.</p>			Clerk									
7.0	<p>Finance</p> <p>a) To receive a Finance Report from the RFO</p> <p>Bank balances: Business Current Account £47,400.10 (this included reserves). Business Reserve account £4,308.97. An invoice has been raised for £1,176.76 to cover Q3 Lengthsman and P3 Grant. Income received since the last meeting: Lengthsman and P3 Q1 and Q2 £1,887.40. Burial Ground income of £225, £60 and £60 has been received.</p>												

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8.0	b) To Agree Payments made since November meeting			
	Chq/BACS	Expenditure	Amount	
	BACS	Enviroability invoice 2780. Building steps on footpath.	£352.00	
	BACS	Enviroability Invoice 2779. Building 2 bridges, repair and replace gravel by kissing gate.	£571.60	
	BACS	Daniel Squire Invoice 74389. Strimming 5 allotments £100 + VAT	£120.00	
	BACS	Mordiford School Invoice 9/11/16. Hall bookings March - Oct 2016	£120.00	
	BACS	HMRC Qtr 3 As per Clerk's salary summary	£174.00	
	Resolved: Payments Approved			
	c) To Agree Payment of Outstanding Invoices			
	Chq/BACS	Expenditure	Amount	
	Chq 922	Fownhope Parish Council Bus subsidy invoice 01/2016 Sept 2015 – November 2016	£210.00	
	Chq 923	HALC invoice 7201 Clerks attendance at Social Media Course £30 + VAT	£36.00	
	Chq 924	Michael Dyer invoice 47. Mowing Pentoloe Bank between the Steppes and the Moon. Mowing Spout and Pentoloe Green	£175.00	
	BACS	Clerk's net salary quarter 3 as per salary summary	£695.91	
	BACS	Clerk's Expenses quarter 3 as per expenses sheet	£19.44	
	Resolved: Payments Approved			
	Fownhope Bus Subsidy – The Clerk explained that the invoice for the period from Sept 2015 had only just been received due to a change of Clerk at Fownhope. A request has been made to get numbers of those using the buses so that a decision can be made about whether to continue with the subsidy. To date there has been no response – this will continue to be followed up.			
	d) To Consider Burial Fees for 2017			
	Resolved: The Fees to remain the same as 2016 but this would be kept under review as there was a need to break even on the expenditure and maintenance of the Burial Ground.			
	e) To Consider End of Year Lengthsman and P3 budget 2016/17			
	Taking into account the invoice for Michael Dyer approved at Item 7c there was £1,274.69 grant and match funding remaining. Balfour Beatty had requested that the GPC give them an indication of whether all this grant would be expended by the end of March 2017 or if there would be any remaining. Following discussion Cllr Litchfield felt all the grant would be used through fitting the furniture etc that had been ordered earlier in the year. The Clerk would communicate this to Balfour Beatty.			
	The 2017/18 Annual Plan needed to be completed by the end of February and Cllr Litchfield agreed to completed the section related to P3 work. It was felt the Lengthsman would be largely routine and could follow the 2016/17 format.			
	Highways, Footpaths and Commons			
a) Mordiford Traffic/Pedestrian Safety Proposals				
To Consider Proposals for Picket Fences – Cllr Lloyd had met with Roger Burrage (Eardisley, Winforton and Whitney Parish) to discuss picket fences they had installed to address issues with speeding in their Parishes. Cllr Lloyd would circulated the main points which came out of these meetings but noted that the feedback from Parishes that had installed picket gates was that there was a 3% - 4% improvement in speed issues. It was noted that quotes would be require for installation but funding may be available from the Police Commissioners Fund or from companies such as Tarmac who had funded such projects in the past. Cllrs Lloyd and Dickson were currently putting together location drawings. It was noted that underground services needed to be taken into account as would any future changes to the school buildings and access (as mentioned by Cllr Hardwick).				

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	<p>SIDS – The planned meeting between Cllr Dickson and John Tallis had not yet taken place. Cllr Dickson would continue to pursue this.</p> <p>Speed Tables – Ian Connolly, Traffic Management Advisor from Warwickshire Police & West Mercia Police had responded, following a query from the November meeting, saying that speed tables could be an effective way to reduce speeds but needed to be used at the right locations as he felt they came with draw backs, notably an element of noise generated when traffic drove over them. Ian did not feel that speed tables would be the most appropriate measure for traffic calming on the entrance to Mordiford and recommended some form of road narrowing, either physically built, or visually done by means of lining although he noted that this would obviously add to the congestion issues experiences at school times.</p> <p>b) School Car Parking This issue was ongoing. Cllr Hardwick was taking this forward with the Headteacher and Herefordshire Council.</p> <p>c) Speed Data Collection Ian Connolly, Traffic Management Advisor from Warwickshire Police & West Mercia Police had responded to the request for speed data cables by saying that the force received a large number of requests and only had a finite amount of equipment, meaning they had to prioritise where it was used. He stated the reason to take speed data was to find out the level of traffic speeds and the times/days when the situation is at it's worst so the force could decide if enforcement was necessary and target activity accordingly. He added that as enforcement at Mordiford was not possible they could not justify the use of the limited equipment.</p> <p>It was noted that the speed data report from Mike Gullis which had been circulated to Councillors showed a high volume of traffic passing through the village but a low level of speed overall. There was nothing further to report.</p> <p>d) Highways and Footpath Issues Update on Footpath Maintenance There was nothing new to report. Cllr Preedy reported that the footpath at Pentaloe Close leading to Mangerdine was muddy and difficult to access. Cllr Litchfield noted that this was Forestry Commission Land but that the soil was clay and lime which would always be muddy in bad weather.</p> <p>M32 Footpath Mapping Cllr John Litchfield and Mike Walker from Herefordshire Council had walked the legal line of MF32 and spray painted up to the Trig Point and down the other side where it linked to MF5. Balfour Beatty would go out in the next couple of weeks to clear the footpath – a 1.5 meter strip along the legal line, up to the Trig Point and down the other side. Rupert Foley had been unable to attend the original meeting but had been kept informed of developments and agreed the route marked out seemed to be correct. He asked to be informed when Balfour Beatty were to carry out the work and that no trees were to be felled. This had been agreed.</p> <p>Herefordshire Council had requested that following this work the Parish Council adopt the Trig Point and paint it white but Rupert Foley was querying on what authority Herefordshire Council could ask for this. Mr Foley stressed that it would be a matter for the Stoke Edith Estate and the Parish Council to agree, adding that subject to agreement he would be willing to allow the Parish to white wash the Trig Point as requested by Herefordshire Council.</p> <p>Safety Issues on the Road Junction Leading to Upper Dormington Cllr Lloyd had been approached by a resident who had concerns about safety at the junction from Upper Dormington to the main Dormington Road, saying that the apple storage unit made visibility difficult and there were safety issues, particularly with the speed of vehicles on that stretch of road. The resident was suggesting signage on the crest of the hill, maybe waring of a concealed entrance, junction etc. This would be passed to Balfour Beatty. <i>Herefordshire Council Ref: CAS-615582-C4X3R0</i></p>	<p>RD</p> <p>Clerk</p>

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9.0	<p><i>Balfour Beatty Ref: 11039794</i></p> <p>e) Work to be carried out and any Other Issues and Updates Potholes on Pentaloë Bridge B4224 – 1 outside The Moon by the entrance to The Mill and 2 on the inside bend by the Bridge. The Clerk was uncertain whether the Lengthsman could work on B roads and this would be clarified. <i>Herefordshire Council Ref: CAS-615585-Z9W9V4. Balfour Beatty Ref: 11039795</i></p> <p>BT Cabinet – The Clerk had been contacted by Colin Foster of BT who wanted permission to move the cabinet currently by Mordiford School to Mordiford Green as the current layout was proving high risk for workers and road users. This would mean moving the Parish Noticeboard to a position alongside the pavement and BT were willing to pay for this relocation. James Hereford had given his permission but wanted the approval of the Parish Council before continuing. The Parish Council did not feel this proposal would be an issue and moving the noticeboard may make it more accessible to those passing by. The Clerk was asked to contact BT to make the arrangements.</p> <p>Checkley Brook – Following the November meeting the Clerk had contacted Balfour Beatty to arrange a meeting between them and the resident but they had declined stressing that the issue was down to the landowners to address. The resident confirmed that neither herself or any of her immediate neighbours owned the land along the Brook. It was agreed that no further action should take place on this issue.</p> <p>Sewage Smells reported near the Moon by the Pentaloë – This had been noted by a resident and reported to the Environment Agency but it was thought that this was a result of work being done to the sewage system and was no longer an issue.</p> <p>Allotments</p> <p>a) Update from Allotment Working Party There was no further update.</p> <p>b) To Approve Allotment Fees for 2017 It had previously been agreed to retain the current allotment fees of £52 for a small Allotment and £104 for a large allotment and 2017 invoices had been issued out to all current allotment holders.</p> <p>c) To Consider Vacant Allotments Five Allotments were still vacant and there had been no more enquiries from those interested in taking on a lease. These allotments would need to be maintained at a cost to the Parish Council and thought needed to be given to a longer-term solution if they were not taken up. It was agreed to have another promotion in the Spring to see if this would bring any further interest.</p> <p>d) Update on Lease Agreement There has been no further progress on this. Steve Ferguson, who is standing in for David Champion has contacted WM Housing solicitor who responded that WM Housing had prepared a preliminary plan which was currently being considered.</p> <p><i>Post Meeting Note: The revised allotment plan has been received and circulated to Councillors who felt that this was now correct and it was agreed (by email) to proceed with the Lease Agreement on this basis</i></p> <p>e) To Approve Expenditure on Legal Fees These were not yet known</p> <p>f) To Consider any Expenditure There was no further expenditure</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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10.0	<p>Burial Ground and Closed Churchyard</p> <p>a) To Consider any Costs related to the Burial Ground and Closed Churchyard</p> <p>There were no costs</p>	
11.0	<p>Personnel Issues</p> <p>a) To Consider Clerk's Appraisal and Salary</p> <p>Resolved: To raise the Clerk's salary from SCP 20 to SCP 22 with effect from 1st April 2017. The Clerk thanked the Parish Council for their support.</p>	
12.0	<p>Anti-Social Behaviour in Shepherds Orchard</p> <p>CLlr Dickson confirmed that this was no longer an issue. The 'No Dog' signs requested for the playground had not been put up and the Clerk would follow this up.</p>	
13.0	<p>To Note the Information Sheet (January 2017) and any other Updates</p> <p>Resolved: The Information Sheet was noted.</p>	
14.0	<p>To Raise Items for the next Scheduled Parish Council Meeting</p> <p>Lengthsman Contract for 2017 onwards, 2017 Newsletter</p> <p>To Note Date and Time of the next Regular Meeting of the Group Parish Council</p> <p>Wednesday 15th February 2017 at 7.30pm at Priors Frome Chapel.</p> <p>The meeting closed at 9.40 pm</p> <p>Signed Date 15th February 2017 Chairman of Dormington and Mordiford Group Parish Council</p>	