



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Meeting of the Group Parish Council held on Monday 20th July 2015 at 7.30pm

Present

Cllrs Ray Dickson (Chair), Graham Finnigan, Richard Jones, John Litchfield, David Lloyd

In attendance

Ward Cllr John Hardwick

Chris Bucknell – Clerk

4 members of the public

Item	Minutes	Action
589	To Receive Apologies for Absence – Cllr Ashton Jones	
590	Declarations of Interest a) There were no Declarations of Interest b) No written requests for dispensations had been received	
591	To accept minutes of the previous meeting held on 15th June 2015 Resolved: Minutes of meeting held on 15 th June 2015 were agreed and signed by the Chairman.	
592	To receive brief verbal reports from: a) Police Representative No police representative was present and there was no update. b) Neighbourhood Watch Update There was no update c) Ward Member Cllr Hardwick gave a brief update on the Core Strategy which was out for consultation over one issue (links with Government directive on Wind Farms), saying that it was anticipated that the Core Strategy would be adopted by September. Cllr Hardwick then gave an update on Herefordshire Council's budget position, saying that during 2010/11 £49 million savings had been made with another £42 million needing to be made over the next 5 years, meaning that subsidies to Parish Councils would be reduced significantly or become non-existent. 60% of the Council budget was spent on 2% of the population, notably Health and Social Care. A consultation questionnaire was currently on the Herefordshire Council website and Cllr Hardwick encouraged members of the public to make their views known. Cllr Hardwick finished by saying that Shepherd's Orchard, which was officially opened on 14 th July, was a great credit to the Parish Council and to the local community. d) WM Housing There was no further update and it was agreed not to include this as a standing item on future agendas	
593	Public Participation Session It was noted that a recent episode of the Countrywide TV programme had reported that 74% of residents in rural areas are dissatisfied with the local policing and that rural crime should be a major	

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594	<p>focus for the police. Cllr Hardwick stressed that all incidents should be reported to the police and not merely to the Parish Council.</p> <p>A member of the public thanked the Parish Council for their support over a recent planning application.</p> <p>To Consider Planning Matters</p> <p>a) To Consider any Planning Applications</p> <table border="1" data-bbox="197 479 1418 624"> <thead> <tr> <th data-bbox="197 479 347 512">Reference</th> <th data-bbox="347 479 1418 512">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 512 347 624">P143272/F</td> <td data-bbox="347 512 1418 624">Stable and yard north of Mews House, Mordiford. Proposed Earth Sheltered Dwelling to Replace an Existing Stable and Storage Building on a Previously Developed Site. Additional information has been submitted for consideration.</td> </tr> </tbody> </table> <p>Resolved: To support the application</p> <p>b) To Note and Decisions/Notifications Received</p> <table border="1" data-bbox="197 725 1418 920"> <thead> <tr> <th data-bbox="197 725 357 804">Reference</th> <th data-bbox="357 725 1195 804">Application</th> <th data-bbox="1195 725 1418 804">Decision</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 804 357 837">150949</td> <td data-bbox="357 804 1195 837">21 Sufton Rise, Mordiford. Proposed single storey extension</td> <td data-bbox="1195 804 1418 837">Refused</td> </tr> <tr> <td data-bbox="197 837 357 920">151343</td> <td data-bbox="357 837 1195 920">Priors Court, Upper Dormington. Conversion of outbuildings to form dwelling, including reconstruction of hop kiln.</td> <td data-bbox="1195 837 1418 920">Approved with conditions</td> </tr> </tbody> </table>	Reference	Application	P143272/F	Stable and yard north of Mews House, Mordiford. Proposed Earth Sheltered Dwelling to Replace an Existing Stable and Storage Building on a Previously Developed Site. Additional information has been submitted for consideration.	Reference	Application	Decision	150949	21 Sufton Rise, Mordiford. Proposed single storey extension	Refused	151343	Priors Court, Upper Dormington. Conversion of outbuildings to form dwelling, including reconstruction of hop kiln.	Approved with conditions	Clerk							
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595	<p>Finance</p> <p>a) To receive a Finance Report from the RFO</p> <p>Bank balances: Business Current Account £23,692.32 (Bank statement awaited) Business Reserve account £4,305.91 (Bank Statement awaited). The Clerk noted that the above funds included earmarked reserves and should not be considered as available funds. A burial fee of £220 had been received but not yet banked.</p> <p>b) To agree payment of outstanding invoices</p> <table border="1" data-bbox="213 1218 1418 1756"> <thead> <tr> <th data-bbox="213 1218 357 1252">Cheque</th> <th data-bbox="357 1218 1267 1252">Expenditure</th> <th data-bbox="1267 1218 1418 1252">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="213 1252 357 1341" rowspan="5">880 £666.00</td> <td data-bbox="357 1252 1267 1341">Invoice 14 Michael Dyer Lengthsman. Clearing stream and embankment and removal of vegetation as instructed by Cllr Litchfield</td> <td data-bbox="1267 1252 1418 1341">£376.00</td> </tr> <tr> <td data-bbox="357 1341 1267 1453">Invoice 22 Michael Dyer Lengthsman. Strim path by The Moon. Pentaloe Close strimmed, spout, verge, ditch and common. Carried out 29/6/15.</td> <td data-bbox="1267 1341 1418 1453">£100.00</td> </tr> <tr> <td data-bbox="357 1453 1267 1565">Invoice 23 Michael Dyer Lengthsman. Strimming 2 x gates, 1 x bridge by The Oaks. 6 x gates, 2 x bridges by Oaks Cottage. Checkley Brook footpath top to bottom. Dormington Bridle Path.</td> <td data-bbox="1267 1453 1418 1565">£106.00</td> </tr> <tr> <td data-bbox="357 1565 1267 1644">Invoice 24 Michael Dyer Lengthsman. Worksheet dated 22/6/15. Removing bush in Sufton Rise. Finish work at start of DR 10.</td> <td data-bbox="1267 1565 1418 1644">£24.00</td> </tr> <tr> <td data-bbox="357 1644 1267 1756">Invoice 27. Michael Dyer Lengthsman. Pentaloe Close strimmed, spout, verge, ditch and bank. Date carried out 13/7/15. <i>Note the same work was carried out and detailed on Invoice 22 (29/6/15)</i></td> <td data-bbox="1267 1644 1418 1756">£60.00</td> </tr> </tbody> </table> <p>It was confirmed that all the above work had been completed to the required standard. The Clerk noted that Lengthsman worksheets and invoices needed to be carefully managed and monitored to ensure best use of the grant available.</p> <table border="1" data-bbox="213 1868 1418 1980"> <tbody> <tr> <td data-bbox="213 1868 357 1901">881</td> <td data-bbox="357 1868 1267 1901">Enviroability invoice 1691. Various jobs as advised by J Litchfield.</td> <td data-bbox="1267 1868 1418 1901">£305.00</td> </tr> <tr> <td data-bbox="213 1901 357 1980">882</td> <td data-bbox="357 1901 1267 1980">D C Gardening invoice 112. Grounds maintenance at Churchyard and Burial Ground June 2015. £192.81 + VAT</td> <td data-bbox="1267 1901 1418 1980">£231.37</td> </tr> </tbody> </table>	Cheque	Expenditure	Amount	880 £666.00	Invoice 14 Michael Dyer Lengthsman. Clearing stream and embankment and removal of vegetation as instructed by Cllr Litchfield	£376.00	Invoice 22 Michael Dyer Lengthsman. Strim path by The Moon. Pentaloe Close strimmed, spout, verge, ditch and common. Carried out 29/6/15.	£100.00	Invoice 23 Michael Dyer Lengthsman. Strimming 2 x gates, 1 x bridge by The Oaks. 6 x gates, 2 x bridges by Oaks Cottage. Checkley Brook footpath top to bottom. Dormington Bridle Path.	£106.00	Invoice 24 Michael Dyer Lengthsman. Worksheet dated 22/6/15. Removing bush in Sufton Rise. Finish work at start of DR 10.	£24.00	Invoice 27. Michael Dyer Lengthsman. Pentaloe Close strimmed, spout, verge, ditch and bank. Date carried out 13/7/15. <i>Note the same work was carried out and detailed on Invoice 22 (29/6/15)</i>	£60.00	881	Enviroability invoice 1691. Various jobs as advised by J Litchfield.	£305.00	882	D C Gardening invoice 112. Grounds maintenance at Churchyard and Burial Ground June 2015. £192.81 + VAT	£231.37	
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596	<p>Resolved: All payments approved</p> <p>Highways, Footpaths and Commons</p> <p>a) Mordiford Traffic/Pedestrian Safety Proposals</p> <p>To Approve TRO for Submission</p> <p>Cllr Finnigan had circulated a draft of a letter to accompany the TRO. The TRO would be submitted with two Annexes, (still to be completed) - a map with a numbered key and a corresponding list of what needed to be put in place. The following was being suggested:</p> <ul style="list-style-type: none"> • A speed limit of 20 mph on all 4 directional routes • Dragon's teeth markings on the bridge where the road markings had been worn down. Cllr Hardwick cautioned that any work on the bridge would need to be discussed with Hampton Bishop Parish Council and recommended that the TRO be kept as succinct and focussed as possible, concentrating on Mordiford Parish. • Mirror – this could be done by Balfour Beatty or added to the TRO. Cllr Hardwick felt it unlikely that Balfour Beatty would put this in place and suggested this be looked at by the Parish Council although this would require discussions on liability and maintenance. <p>The Locality Steward from Balfour Beatty, Manny Smith, had come out and visited the area and suggested an Experimental Road Traffic Order (ERTO) be considered. This would be put out to Cllrs for comment.</p> <p>Following the June meeting the Clerk had reported the road markings by the school and this work would be completed imminently. The Clerk had also contacted Balfour Beatty about the possibility of Wicket Gates as suggested at the June meeting. Balfour Beatty had responded saying that they were getting an increased number of requests for gateways and currently the cost of design was being carried out as part of the traffic engineering role, although this may be stopped because of budget constraints.</p> <p>Cllr Hardwick said that the application for the TRO needed to be submitted by the end of July, although Cllr Rone had indicated that a later submission would be acceptable. It was noted that there were currently 100 TROs on the list, with each taking 8 – 15 months to go through the process.</p> <p>Resolved: Cllr Finnigan to complete the TRO Annexes and send around to Cllrs for comment/ approval before submission to Herefordshire Council. The Clerk noted that she would be away until Monday 27th July.</p> <p>b) Highways and Footpath Issues</p> <p>The Bungalows Sign at Sufton Lane</p> <p>This had been put up at the top of the lane by the garages. It was felt there was a need to have</p>			GF																		

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	<p>another sign at the top of the Stints Lane to direct people to the Bungalows. There may be a need for a similar directional sign at Pentaloe Close. These would be put on the September agenda.</p> <p>Footpaths DR5 (Upper Dormington Road to Perton Quarry) – take out old gate and put in 2 in 1 gate. Permission had been obtained from the landowner. Delivery would be 8/10 weeks.</p> <p>DR10a (Bridleway to Tower Hill) was dangerous as it was bare rock and slippery when wet. There had been comments that it should be reclassified but following advice Cllr Litchfield confirmed that it would not be re-classified and would remain. He felt there was little that could be done to make it safe but it could continue to be maintained in the same way as other footpaths.</p> <p>c) To report any defects to the Clerk Cllr Jones had been contacted about tall trees which backed onto Scottie’s Bungalow. It was felt this was a matter between the complainant and the landowner. Cllr Jones would follow this up.</p> <p>Checkley Common – there was a need to identify who had the responsibility to maintain this. This would be put on the September agenda.</p> <p>d) Lengthsman Update Total Lengthsman and P3 Grant: £6,347 (including match funding) Total Expended (less VAT): £1,579 Amount Remaining: £4,768</p>	RJ
597	<p>Neighbourhood Planning a) Update on Positon regarding Steering Group Comments It was stressed that the Parish Council did not want to lose the enthusiasm and commitment from people on the Steering Group and Cllr Dickson suggested that a Working Group get together to re-evaluate the Parish Council’s approach to Neighbourhood Planning. Cllr Dickson would lead this with the aim of reporting back at the November GPC Meeting on how the Neighbourhood Plan would be progressed. A member of the Steering Group noted in the public session that it may be difficult for the Steering Group to regroup if the communication from the GPC broke down in a formal sense. It was noted that the Neighbourhood Plan was important and Cllr Dickson would send a note around to the Group at the end of August.</p>	RD
598	<p>Allotments a) Update from Allotment Working Party Cllr Lloyd updated the meeting. A site meeting had been held with Nick Edge to review the position and to help speed up the timescale for allocation of allotments. At this meeting responsibility for maintenance of the allotments and surrounding areas had been discussed. The Community Orchard was the responsibility of the Parish Council and there was a need to identify a contractor to carry out this work and on other communal areas which were not the responsibility of the allotment holders or WM Housing. Cllr Ashton Jones had advertised the allotments in Fownhope and in Bartestree and Lugwardine. Currently there were 9 people who had shown interest in the 13 allotments.</p> <p>b) To Approve the Tenancy Agreement Draft 2 of the Allotment Tenancy Agreement had been circulated for comments. It was proposed that the cost would be £1 per week for small/medium allotments and £2 per week for large plots. Sections on sheds and insurance needed to be added and the start date for the lease incorporated once this was agreed. Cllr Lloyd explained that the outline costs for water was based on the Leominster model but a review would be built in so that adjustments could be made once actual costs were known. The Clerk was asked to find out the cost of insurance.</p> <p>Resolved: To progress the Tenancy Agreement</p>	Clerk

