



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Meeting of the Group Parish Council held on Tuesday 17th June 2014 at 7.30pm

Present

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

In attendance

Ward Cllr John Hardwick
Sarah Harrison-Branter – WM Housing
Julian Greenway – WM Housing
PCSO Elenor Ekante
Chris Bucknell – Clerk
10 members of the public

Item	Minutes	Action
	The Chair opened the meeting by welcoming everyone and holding a minute's silence in memory of Jo Wilson.	
405	To Receive Apologies for Absence Cllr David Lloyd	
406	Declarations of Interest a) No declarations of interest were received b) No written requests for dispensations had been received	
407	To accept minutes of the previous meeting held on 28th May 2014 Resolved: Minutes of meeting held on 28 th May 2014 were agreed and signed by the Chairman.	
	It was agreed to reorder the agenda to take Agenda Item 8a subsections (i) Road Safety at Dormington and (iv) Frequency of Verge and Village Green Cutting after Agenda Item 4.	
408	To receive brief verbal reports from: a) Police Representative PCSO Ekanite encouraged the local community to report any incidents. The Local Policing Team Newsletter would be continued. PC Neil James had retired and the GPC would be notified of his replacement in due course. b) Neighbourhood Watch Update – no new information to update. c) Ward Member Cllr Hardwick updated the meeting on the Herefordshire Council's Review of Smallholdings which would report at the end of June. Herefordshire Council needed to sell off £60 million of assets over 2 years but Smallholdings were seen as an important asset for the county and	

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409	<p>Cllr Hardwick stressed that all suggestions needed to be scrutinised. The opposition party also wanted to start a feasibility study into the Rotherwas Rail Link.</p> <p>d) WM Housing Sarah Harrison Branter gave an update on the application procedure for homes at Sufton Rise, once more stressing the local connection. Homepoint were closing down on Friday 20th June for 2 weeks and anyone wishing to register during that time should be directed to Tina Wood of Herefordshire Council who would help applicants to complete the form. It was not anticipated that the properties would be advertised before September so the shutdown would not disadvantage applicants but anyone wanting further information should contact the Clerk who was holding a list of those interested. WM Housing has made a commitment to notifying the GPC two weeks in advance of the properties being advertised so that everyone who had expressed an interest could be notified. Julian Greenway from WM Housing would be managing the development.</p> <p>In the absence of any further suggestions being put forward by the School the name for the development had been confirmed as Shepherds Orchard (as agreed at the May GPC meeting).</p> <p>Allotments – It was agreed to set up a meeting of the Working Party to include Nick Edge, Julian Greenway and Sarah Harrison-Branter.</p> <p>Sarah Harrison-Branter and Julian Greenway were thanked and left the meeting at this point.</p> <p>Public Participation Session Agenda Items 8a subsections (i) Road Safety at Dormington and (iv) Frequency of Verge and Village Green Cutting were covered at this point with input from the community.</p> <p>There was uncertainty surrounding the cause of the recent accident but it was essential the GPC and the community worked together to ensure there was no recurrence. High grass on that part of the road, together with speed related stopping distances were potential factors. It was noted that Dormington is a ‘lop sided’ community with all the dwellings on one side of the road with the amenities (eg bus stops) on the other, meaning people have to cross the road on a regular basis.</p> <p>The following issues were discussed</p> <p>Grasscutting and verges - The grass verges had now been cut at the request of the police. Balfour Beatty were asked to provide a statement about frequency of cutting and stated that ‘the safety cuts are cut once a year but if they became a safety issue they will be cut again later in the season’. Cllr Hardwick stated that there have been several meetings about grass cutting and Herefordshire Council are trying to increase the budget, although this will mean making savings in other areas.</p> <p>A438 - the verge needs cutting by the bus stop and on the blind bend on the left when travelling from Hereford. This could not be done by the Lengthsman as it was on an A road but a contractor could be employed. Cllr Hardwick to follow this up.</p> <p>The Lengthsman is to prioritise areas where footpaths exit onto roads etc and ensure road access and signs are kept clear.</p> <p>It was discussed that if this situation continues into 2015 the Group Parish Council will put money onto the precept and put the work out to tender to ensure regular cutting of verges</p>	Clerk

Item	Minutes	Action
410	<p>etc. Community self-help was also discussed.</p> <p>The Clerk stressed that if grass cutting was going to be done by volunteers it needed to be properly organised with appropriate risk assessments in place otherwise the volunteers would not be covered by the GPC insurance.</p> <p>Speed Issues – Excessive speed through Dormington continues to be an issue. The speed limit is 30 mph through Bartestree but 40mph through Dormington. Cllr Hardwick outlined the process for getting/changing a speed restriction order which could take some considerable time as only a limited number were actioned each year. The public felt there should be prioritisation of pending traffic orders based on circumstances. Cllr Hardwick stated that there was no fast-track process as this may be open to challenge. However, the prioritisation of applications on the list was re-assessed on a regular basis. A request needed to be made by the Parish Council to get an application on this list. Cllr Hardwick committed his full support to the process</p> <p>Members of the public felt traffic calming methods should be across all areas, looking at the road as a whole. PCSO Ekanite would follow up Speed Awareness signs with the Safer Roads Partnership.</p> <p>Footpaths - Cllr Litchfield had arranged for a self-closing galvanised gate to be fitted where the footpath in question met the road. The Lengthsman would be carrying out a number of cuts as agreed at the last meeting.</p> <p>A member of the community asked whether the GPC would write to the landlord asking if the Orchards could be re-opened for dog walking which would give an alternative footpath to that exiting onto the road. It was felt this could be possible but there would be a need to educate the community regarding dog fouling which was an issue for the landowner.</p> <p>A query was raised as to whether the footpath exiting onto the road should be closed down. Cllr Litchfield replied saying Rights of Way existed through an ancient order and were not usually closed down. What could be considered was creating a permissive path in discussion with the landowners but the original ROW would remain.</p> <p>It was felt that Herefordshire Council’s policy of setting speed limits outside the usual criteria only in ‘unusual circumstances’ could be challenged given Dormington’s unique profile which required residents to regularly cross the road. Cllr Hardwick offered to look into what was considered ‘unusual circumstances’.</p> <p>Resolved: To write to Herefordshire Council proposing a reduced 30mph speed limit and to challenge the frequency of verge cutting.</p> <p>Other Issues – A resident raised an issue regarding the Dormington sign on the road coming from Fownhope which he felt was confusing and causing people to turn towards Woolhope. This would be reported.</p> <p>At this point Cllr Shearer gave the members of the community a brief update on the background to Neighbourhood Planning, the current position and the way forward.</p> <p>PCSO Ekanite and all but 3 members of the community left the meeting at this point.</p> <p>To Consider Planning Matters</p> <p>The Chair clarified the position regarding the role of the Planning Working Party; that its function was to look into planning applications and to make recommendations back to the full Group Parish Council, whose collective responsibility it was to review and approve</p>	<p>NB/Clerk</p> <p>Clerk</p>

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411	<p>comments that were put forward on applications. The Chair asked that the process be, once the Planning Working Group had met and considered an application, to circulate their recommendation to all other Councilors for comment. Where possible this would then be brought back to the full Group Parish Council for approval.</p> <p>a) To Consider any Planning Applications</p> <table border="1" data-bbox="197 461 1313 573"> <thead> <tr> <th data-bbox="197 461 379 495">Reference</th> <th data-bbox="379 461 1313 495">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 495 379 573">P141212/F</td> <td data-bbox="379 495 1313 573">Mordiford Church of England Primary School. Proposed erection of a mobile classroom</td> </tr> </tbody> </table> <p>This application was considered and, whilst the GPC was very supportive of the school, fully recognising the valuable part it played in the community, and the high standard of education that it delivered, there were concerns about possible expansion of numbers whilst there were still a number of outstanding issues regarding traffic, parking etc.</p> <p>Kerry McEnery, School Governor and PTFA representative was present at the meeting and explained why the additional classroom was needed, stressing that the Pupil Admission Numbers (PAN) would be maintained and no increase had been approved by the Governing Body. It was noted that it was legally possible to force an increase in the PAN if increased classroom floor area was available and this may become an issue if the school came under pressure from additional pupil applications.</p> <p>It was stated very strongly that people living in the village had a problem with the parking and traffic issues outside the school and these had yet to be addressed. It was felt that this was a major concern and this development would potentially exacerbate what was already a very dangerous situation.</p> <p>It was felt a mobile classroom was an inappropriate building for the school that should (ideally) be pursuing development on another site, an approach which would also address the parking and traffic issues.</p> <p>There were also still serious issues with the septic tank which flooded when water drained off the field as the soak away for storm water is overloaded.</p> <p>The Group Parish Council voted 5:3 in favour of opposing the application whilst stressing once more their support for the school but the need to take each application on merit.</p> <p>b) To Note and Decisions/Notifications Received</p> <table border="1" data-bbox="197 1525 1313 1783"> <thead> <tr> <th data-bbox="197 1525 395 1559">Reference</th> <th data-bbox="395 1525 1126 1559">Application</th> <th data-bbox="1126 1525 1313 1559"></th> </tr> </thead> <tbody> <tr> <td data-bbox="197 1559 395 1637">P141181/K</td> <td data-bbox="395 1559 1126 1637">Tree Works at the Mews House, Mordiford. Fell white Poplar.</td> <td data-bbox="1126 1559 1313 1637">Awaiting decision</td> </tr> <tr> <td data-bbox="197 1637 395 1715">P140215/F</td> <td data-bbox="395 1637 1126 1715">83 Tower Hill, Dormington – resumption of residential use. Retention of bat roost</td> <td data-bbox="1126 1637 1313 1715">Awaiting decision</td> </tr> <tr> <td data-bbox="197 1715 395 1783">S/112834/N S112782/F</td> <td data-bbox="395 1715 1126 1783">Court Farm, Hampton Bishop – Anaerobic digester and engineering works to existing slurry storage lagoon.</td> <td data-bbox="1126 1715 1313 1783">Awaiting decision</td> </tr> </tbody> </table> <p>Finance</p> <p>a) To receive a Finance Report from the RFO</p> <p>Bank balances:</p> <p>Business Current Account £18,273.86 (awaiting bank statement) Business Reserve account £4,304.21 (as of 19/02/14 bank statement).</p>	Reference	Application	P141212/F	Mordiford Church of England Primary School. Proposed erection of a mobile classroom	Reference	Application		P141181/K	Tree Works at the Mews House, Mordiford. Fell white Poplar.	Awaiting decision	P140215/F	83 Tower Hill, Dormington – resumption of residential use. Retention of bat roost	Awaiting decision	S/112834/N S112782/F	Court Farm, Hampton Bishop – Anaerobic digester and engineering works to existing slurry storage lagoon.	Awaiting decision	Clerk
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	<p>b) To Receive Internal Auditor Report The Accounts had been Internally Audited by Kerry Diamond who had found them to be accurate and who had signed the Internal Audit section of the Annual Return. The Group Parish Council thanked the Internal Auditor for her work. Resolved: The Internal Auditor Report was noted and it was agreed to give the Internal Auditor an honorarium payment of £50.</p>																										
	<p>c) To approve Annual Accounts and Annual Return 2013-14 A copy of the Annual Return Accounting Statements, the Governance Statements, an Income and Expenditure Summary and the Bank Reconciliation had been circulated to all Cllrs in advance of the meeting. Cllrs were asked to approve the Annual Return and also the Governance Statements which were read out at the meeting. Resolved: The Annual Governance Statements were agreed and signed by the Chair Resolved: The Annual Return was approved for submission to the External Auditors and signed by the Chair.</p>																										
	<p>d) To agree payment of outstanding invoices</p>																										
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<p>Resolved: Payments approved</p>																											
<p>e) To Consider Electronic Banking This item was deferred until the July Meeting.</p>																											
<p>Highways and Footpaths a) Highways and Footpath Issues Items on Road Safety at Dormington and the Frequency of verge and village green grass cutting were discussed under the Public Participation Item and minuted under Minute 409. Speed Indicator Device outside Mordiford School – the current indicator device is beyond economic repair. The School has indicated that it feels that its recent investment in a</p>																											

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413	<p>school crossing patrol person may alleviate the need for a replacement. Resolved: The GPC may be willing to make a contribution but the decision about whether the unit is replaced rests with the school.</p> <p>Flooding at Kiddley Copse – Cllr Dukes is awaiting a response from the Forestry Commission.</p> <p>Poors Acre Update – Woolhope PC Clerk is arranging a meeting with the National Trust and will keep DMGPC informed.</p> <p>Other Issues - Concern has been raised about cars parked outside Scutterdine Cottage. The Clerk to refer to the Local Policing Team as it is not seen to be a GPC issue. Cllr Ashton Jones to report back to the residents concerned.</p> <p>Footpath Issues – Cllr Litchfield has met with the landowner reference Pentaloe Footpath and the fact that the people currently walking on it are not on the legal line. A permissive line closer to Pentaloe would be preferable but the landowner has concerns about dog fouling in his hay crop. It was agreed that cutting back the trees would make the footpath more obvious.</p> <p>Parishioners have raised concerns that there is a ‘Beware of the Bull’ notice on footpath accesses at Swardon Quarry. The landowner has agreed to change the notices to indicate that there are cattle in the field, requesting people keep their dogs on a lead.</p> <p>Checkley Common – Rupert Foley has raised concerns that the GPC do not have a procedure in place for dealing with ragwort on the Common. The Clerk would ask Mr Barrell for advice on whether it should be mowed given there were concerns raised about the orchids.</p> <p>b) To report any defects to the Clerk There is poor visibility on Mordiford Bridge due to the angle of the bridge and the undergrowth. The Clerk to report this to the Environment Agency.</p> <p>c) To Report any Jobs for the Lengthsman</p> <ul style="list-style-type: none"> • Cut/trim along Pentaloe Stream on the Woolhope to Mordiford Road • Cut back the brook upstream of the footbridge at Checkley, opposite the Old Post Office. <p>Neighbourhood Planning</p> <p>a) To consider the Project Plan Cllr Shearer outlined the draft project plan.</p> <table border="1" data-bbox="204 1554 1311 1816"> <tbody> <tr> <td>June/July</td> <td>Inception Meeting and formation of Steering Group</td> </tr> <tr> <td>July</td> <td>First Open Day</td> </tr> <tr> <td>July/August</td> <td>Questionnaire</td> </tr> <tr> <td>September</td> <td>Second Open Day</td> </tr> <tr> <td>September</td> <td>Draft Plan Produced</td> </tr> <tr> <td>October/November</td> <td>Third Open Day</td> </tr> <tr> <td>December</td> <td>Plan submitted for inspection</td> </tr> </tbody> </table> <p>b) Update on Steering Group Those who volunteered to be part of the Steering Group would be notified of the Inception Meeting.</p> <p>c) Update on Localities Grant £6960 had been awarded by the DCLG to support developing the Neighbourhood Plan.</p>	June/July	Inception Meeting and formation of Steering Group	July	First Open Day	July/August	Questionnaire	September	Second Open Day	September	Draft Plan Produced	October/November	Third Open Day	December	Plan submitted for inspection	<p>BD</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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414	<p>Resolved: To accept the grant</p> <p>d) To agree Use of External Consultants It was proposed to use Data Orchard to produce up to date data on the area and to help produce and analyse the questionnaire. Kirkwells, Town Planning specialists, would give support on the production of the plan. Resolved: This was approved</p> <p>e) To Consider an Open Day This item was deferred until after the Inception Meeting</p> <p>f) To Consider any Fees Due There were no fees due</p> <p>Mordiford Green</p> <p>a) Update from Working Party The posts had been put in and the scalplings put down in preparation for the move of the Weighing Bridge Hut. The Clerk to ask D C Gardening to remove the grass cuttings and also to mow the area as opposed to strimming.</p> <p>b) Memorial Benches and Flood Memorial The fitting of the plates on the benches would be held back until the dates were available. Cllr Dukes would contact Morgans about the Flood memorial. The noticeboard was to be moved and lowered.</p> <p>c) Weighing Bridge Hut This would be moved onto the site by the end of the week. The Clerk highlighted the liability issues once the hut was on site at Mordiford Green and asked the Working Party to ensure all safety aspects were addressed.</p> <p>d) To Consider any costs related to Mordiford Green</p> <table border="1" data-bbox="212 1218 1315 1301"> <thead> <tr> <th data-bbox="212 1218 363 1256">Cheque</th> <th data-bbox="363 1218 1166 1256">Expenditure</th> <th data-bbox="1166 1218 1315 1256">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="212 1256 363 1301">791</td> <td data-bbox="363 1256 1166 1301">Cllr J Litchfield. Purchase of scalplings for Flood Memorial</td> <td data-bbox="1166 1256 1315 1301">£77.15</td> </tr> </tbody> </table>	Cheque	Expenditure	Amount	791	Cllr J Litchfield. Purchase of scalplings for Flood Memorial	£77.15	Clerk
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791	Cllr J Litchfield. Purchase of scalplings for Flood Memorial	£77.15						
415	<p>Resolved: Payment approved</p> <p>Burial Ground and Closed Churchyard</p> <p>a) Working Party Update No further update</p>	Clerk						
416	<p>Scutterdine Lime Kilns Cllr Litchfield noted that Western Power System had cut down the trees where there was no need to shut down the power supply. The next phase was to complete the work where there was a need to shut down the power.</p>	BD						
417	<p>WW1 Commemorations This item was deferred until the July meeting</p>							
418	<p>To Note the Information Sheet (June 2014) and any other Updates Resolved: Information Sheet (June 2014) was noted.</p>							
419	<p>To Raise Items for the next Scheduled Parish Council Meeting Access to resources by Emergency Co-ordinator</p>							

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420	<p data-bbox="193 271 1171 304">To Note Date and Time of the next Regular Meeting of the Group Parish Council</p> <p data-bbox="193 304 839 338">Tuesday 15th July 2014 at 7.30pm in Mordiford School</p> <p data-bbox="193 360 580 394">The meeting closed at 10.20 pm</p> <p data-bbox="193 573 608 607">Signed</p> <p data-bbox="193 607 943 640">Chairman of Dormington and Mordiford Group Parish Council</p> <p data-bbox="871 573 1099 607">Date 15th July 2014</p>	