



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



### Minutes of the Meeting of the Group Parish Council held on Wednesday 15<sup>th</sup> June 2016 at 7.30pm

#### Present

CLLrs Ray Dickson (Chair), Jan Ashton-Jones, Cllr Joanne Kippax, John Litchfield, David Lloyd

#### In attendance

Ward Cllr John Hardwick, Chris Bucknell – Clerk

No members of the public were present

Item	Minutes	Action
<b>1.0</b>	<p><b>To Receive Apologies for Absence</b> There were no apologies</p>	
<b>2.0</b>	<p><b>Declarations of Interest</b></p> <p><b>a) To Receive Declarations of Interest</b> There were no declarations of interest</p> <p><b>b) To Consider Requests for Dispensations</b> There were no requests for dispensation</p>	
<b>3.0</b>	<p><b>To accept minutes of the Annual Meeting of the Group Parish Council held on 18<sup>th</sup> May 2016</b> <b>Resolved:</b> Minutes of meeting held on 18<sup>th</sup> May 2016 were agreed and signed by the Chairman.</p>	
<b>4.0</b>	<p><b>To receive brief verbal reports from:</b></p> <p><b>c) Police Update</b> The Safer Neighbourhood Team Newsletter had been received and there was no further update</p> <p><b>d) Neighbourhood Watch Update</b> The following update had been received:</p> <ul style="list-style-type: none"> <li>• There had been a burglary at Mangerdine on the night of 28/29 May 2016. The thieves opened a barrier on a road leading into Haugh Wood, off the Woolhope Road, to gain access to the property. Damage was done to the property and a number of valuable tools and equipment were taken. The police are involved.</li> <li>• There was concern about bonfires in the Parish. It was felt this was not a Parish Council issue and the resident affected should approach the person concerned directly.</li> <li>• Concern was raised about grass cuttings being left on the bank of the Pentaloe at Mordiford Green. Cllr Hardwick confirmed that this was not good practice as it was likely to cause a build-up which may ultimately result in flooding. Cllr Dickson said the grass was high up on the bank and was not in danger of falling into the brook, but he would talk to Fred Davies about spreading it more in future, further away from the brook.</li> </ul> <p>Several other issues of concern to the NW Group, such as mowing Pentaloe Green and removal of the cow parsley had now been carried out. The BT box is now operational and Brian Dukes will provide a note inside saying how it should be used. Concern was voiced about when the green broadband</p>	<b>RD</b>

Item	Minutes	Action									
	<p>cabinet on Mordiford Green will be brought into use and details of the BT contact have been forwarded to Brian Dukes.</p> <p>Other issues of concern to the NW group will be dealt with under the specific agenda item.</p> <p><b>e) Ward Member – Councillor Hardwick</b> Cllr Hardwick gave the following update.</p> <p>Following the Annual Meeting of the Council Cllr Tony Johnson remained as Leader despite a challenge from Cllr Graham Powell. It was noted that Cllr Powell was now no longer on the Cabinet and had been replaced by Cllr David Harlow with Cllr Nigel Shaw as Assistant. Cllr Ellisa Swinglehurst had also been brought onto the Cabinet for Health and Social Care.</p> <p>The Southern Link Road was discussed at the Planning Committee on 6<sup>th</sup> June and a site visit had taken place. The proposals had subsequently been passed, subject to a call in from the Minister. This would be the first stage of the Western By Pass but Cllr Hardwick felt that without the Eastern Bridge it would do little to help the traffic flow.</p> <p>An application for 50 houses at Bobblestock had been passed and it was noted that the Church Commissioners proposals for 1200 houses on Kings Acre/Roman Road were being consulted on. It was noted that for both these developments infrastructure and other issues needed to be taken into account.</p>										
5.0	<p><b>Public Participation Session</b> There were no members of the public present.</p>										
6.0	<p><b>To Consider Planning Matters</b></p> <p><b>a) To Consider any Planning Applications</b> No Planning Applications had been received</p> <p><b>b) Update on Planning Appeal 140215 – 83 Tower Hill, Dormington</b> The Appeal Hearing was held on 23<sup>rd</sup> May 2016. No decision had yet been received.</p> <p><b>c) To Note and Decisions/Notifications Received</b></p> <table border="1" data-bbox="196 1261 1422 1447"> <thead> <tr> <th data-bbox="196 1261 355 1301">Reference</th> <th data-bbox="355 1261 1246 1301">Application</th> <th data-bbox="1246 1261 1422 1301">Decision</th> </tr> </thead> <tbody> <tr> <td data-bbox="196 1301 355 1373">161289</td> <td data-bbox="355 1301 1246 1373">Tower Hill, Perton Lane, Stoke Edith. Replacement stable and shed with a single building containing a garage, carport and shed.</td> <td data-bbox="1246 1301 1422 1373">Approved</td> </tr> <tr> <td data-bbox="196 1373 355 1447">P160870/ F</td> <td data-bbox="355 1373 1246 1447">Land adjacent to Electricity Sub Station Site at Clayhill Pit, Dormington. Proposed emergency power generation site.</td> <td data-bbox="1246 1373 1422 1447">Awaiting Decision</td> </tr> </tbody> </table>	Reference	Application	Decision	161289	Tower Hill, Perton Lane, Stoke Edith. Replacement stable and shed with a single building containing a garage, carport and shed.	Approved	P160870/ F	Land adjacent to Electricity Sub Station Site at Clayhill Pit, Dormington. Proposed emergency power generation site.	Awaiting Decision	
Reference	Application	Decision									
161289	Tower Hill, Perton Lane, Stoke Edith. Replacement stable and shed with a single building containing a garage, carport and shed.	Approved									
P160870/ F	Land adjacent to Electricity Sub Station Site at Clayhill Pit, Dormington. Proposed emergency power generation site.	Awaiting Decision									
7.0	<p><b>c) To Consider any other Planning Issues</b> At the May meeting the Chair queried an application for outline planning in Chapel Lane which had not been received by the Parish Council. The Clerk had been unable to find anything out about this.</p> <p><b>Finance</b></p> <p><b>a) To receive a Finance Report from the RFO</b> <b>Bank balances:</b> Business Current Account £42,407.25. Business Reserve account £4,307.60.</p> <p><b>b) To Agree Payment of Outstanding Invoices</b></p> <table border="1" data-bbox="209 1854 1412 2002"> <thead> <tr> <th data-bbox="209 1854 341 1928">Cheque / BACS</th> <th data-bbox="341 1854 1265 1928">Expenditure</th> <th data-bbox="1265 1854 1412 1928">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 1928 341 2002">BACS</td> <td data-bbox="341 1928 1265 2002">Enviroability invoice 2452. Mow and Strim Checkley Barn Picnic site.</td> <td data-bbox="1265 1928 1412 2002">£176.40</td> </tr> </tbody> </table>	Cheque / BACS	Expenditure	Amount	BACS	Enviroability invoice 2452. Mow and Strim Checkley Barn Picnic site.	£176.40				
Cheque / BACS	Expenditure	Amount									
BACS	Enviroability invoice 2452. Mow and Strim Checkley Barn Picnic site.	£176.40									

Item	Minutes			Action
	Cheque / BACS	Expenditure	Amount	
	BACS	D C Gardening invoice 49. Work to Churchyard and Burial Ground May 2016 £400 + VAT	£480.00	
	Chq 917	Michael Dyer invoice 10. As per work sheet 27/05/16. Mowing the Spout, Common and Pentaloe Green. Trimming bank between Woolhope Road and the Stream. Removing cow parsley as per request from NHW	£240.00	
	BACS	Daniel Squire invoice 74089. Maintained at Community Orchard. Clearing and mowing 6 unoccupied allotments. £150 + VAT	£180.00	
	BACS	Wellington Parish Council. 50% of cost of printer ink order.	£55.96	
	BACS	Clerks Salary April – June 2016 As per salary summary sheets	£689.10	
	BACS	HMRC Payments in relation to Clerks salary as per summary sheets	£175.20	
	BACS	Clerks Expenses April – June 2016 as per Expenses Sheet	£208.74	
	BACS	£50 gift voucher for Fred Davies (as previously agreed)	£50.00	
	<b>Resolved:</b> Payments Approved			
	<b>c) To Confirm Cheque Signatories</b>			Clerk
	Cheque signatories were currently Cllr Dickson, Cllr Ashton-Jones and the Clerk. It is felt that as most payment were now made by BACS this will probably be sufficient but it will be kept under review.			
	<b>d) Update on Financial Regulations</b>			
	The Clerk reported that NALC had produced revised Financial Regulations to take into account recent legislative changes and it was recommended that Parish Councils adopt these in order to be as up to date as possible with the requirements set out by central government. The updated draft Financial Regulations had been forwarded to Councillors for consideration and comment in advance of the meeting.			
	<b>Resolved:</b> This item would be deferred until the July meeting to allow more time for Cllrs to consider the changes.			
	<b>e) To Confirm Annual Governance Statement</b>			
	The Clerk outlined that the Annual Governance Statement covered all the controls that Parish Councils were expected to adhere to and the Group Parish Council was required to confirm compliance with this in advance of the accounts being submitted for External Audit. A copy of the Annual Governance Statement had been forwarded to Councillors for consideration in advance of the meeting.			
	<b>Resolved:</b> The Annual Governance Statement was approved and signed by the Chairman			
	<b>f) To Receive Report from Internal Auditor</b>			
	Keri Diamond had completed the Internal Audit and there were no issues. The Internal Audit Statement had been signed but no separate report had been submitted to the meeting.			
	<b>g) To Approve the Annual Accounting Statement</b>			
	The Annual Accounting Statement and notes to the Auditors regarding significant variances had been forwarded to Councillors in advance of the meeting.			
	<b>Resolved:</b> The Annual Accounting Statement was approved and signed by the Chairman. This would now be forwarded to the External Auditors and the notice of Public Rights posted on the website and on the noticeboards.			Clerk
	<b>h) To Consider Gift for Internal Auditor</b>			
	<b>Resolved:</b> To purchase a £50 gift voucher for the Internal Auditor			Clerk

Item	Minutes	Action
8.0	<p><b>Highways, Footpaths and Commons</b></p> <p><b>a) Mordiford Traffic/Pedestrian Safety Proposals</b>            Cllr Hardwick reported that there were currently 35 TROs scheduled to be carried out in the period April 16 – March 17. In all there had been 121 requests for TROs and Mordiford was currently number 60 on this list. The TRO included suitability of the current limit on the Dormington to Mordiford road and extension of the existing 30 mph limit in Mordiford with a proposal to introduce a 20 mph limit. Cllr Hardwick had made enquiries about issues which did not require a TRO (such as the raised table) but as yet had not received a reply. He also noted that if Parish Councils wished to fund the TRO themselves this would ensure priority, it was not felt this was an appropriate way forward.</p> <p>Cllr Hardwick said that the Council were reviewing the way that TROs were administered and when these details had been finalized they would be circulated.</p> <p><b>b) Highways and Footpath Issues</b></p> <p><b>Speed Data Collection</b> – This had taken place on the Dormington Road in order to inform the suitability of the existing 40 mph speed limit, and the results from this survey were imminent. The Clerk was asked to contact the PCSO to see if a speed survey could be carried out at Mordiford, close to the current 30 mph limit.</p> <p><b>Bungalows Sign Sufton Lane</b> – The insurers for FCC Waste Collection have approved the claim for the new sign and Balfour Beatty have been asked to do the work.</p> <p><b>Addition of Footpath M32 at Mordiford</b> – Balfour Beatty have provided the co-ordinates for the footpath and confirmed their intention to add this footpath to the definitive map as approved by the Secretary of State. They say the footpath is overgrown and unusable and have asked whether it is the intention of DMGPC to open it up. Cllr Litchfield reported that any work on M32 needed to wait until the autumn following the bird nesting season. The footpath was on Foley Land and they should be notified by the Rights of Way Officer. It was also thought that someone with a GPS should come out to establish the legal line. The Clerk was asked to respond noting these points.</p> <p><b>Checkley Common</b> – An invitation had been received from Herefordshire Meadows Network regarding an event in Checkley on Thursday 7th July to look at the hay meadow at Woodbines and the wildflowers of Checkley Common. Bob Hall had requested that a Mordiford Parish Councillor attend the meeting. It was agreed that Cllr Kippax would attend and represent the Parish Council.</p> <p><b>Other Issues</b></p> <p>A big vehicle backing into Hope Springs had demolished the wall whilst avoiding a deer.</p> <p>Work on the footpath leading into the orchards, passing Woodlands Cottage had been arranged, the signpost on Penteloe Green would be reset and the footpath linking to the quarry strimmed. Cllr Lloyd volunteered to look after that stretch of footpath. The Clerk confirmed that this work would be covered by the Parish Council's Public Liability insurance.</p> <p><b>Work to be Reported</b></p> <p>A request was made for the undergrowth and Ash tree to be cut back on the Hampton Bishop side of Mordiford Bridge by the weight limit and footpath sign as it is impairing the view for motorists. The Clerk would contact Balfour Beatty.</p> <p>A manhole cover on the raised path by Rectory Cottage, opposite the school office, was proud of the pavement and needed resetting. The Clerk would report this. (CAS-583471-D7K9P9)</p> <p>The Clerk was asked to request that Penteloe Green was mowed not strimmed.</p> <p>The Clerk was asked to arrange for the hedge from the Moon past the burial ground until the pavement runs out to be sprayed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>



Item	Minutes	Action						
14.0	<p>available. This would be followed up as appropriate.</p> <p><b>To Consider Membership of Tree Network</b>  <b>Resolved:</b> To join the Herefordshire Tree Warden Network</p> <table border="1" data-bbox="207 324 1412 481"> <thead> <tr> <th data-bbox="207 324 343 392">Cheque / BACS</th> <th data-bbox="343 324 1268 392">Expenditure</th> <th data-bbox="1268 324 1412 392">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="207 392 343 481">BACS</td> <td data-bbox="343 392 1268 481">Herefordshire Tree Warden Network 2016/17</td> <td data-bbox="1268 392 1412 481">£25.00</td> </tr> </tbody> </table>	Cheque / BACS	Expenditure	Amount	BACS	Herefordshire Tree Warden Network 2016/17	£25.00	Clerk
Cheque / BACS	Expenditure	Amount						
BACS	Herefordshire Tree Warden Network 2016/17	£25.00						
15.0	<p><b>To Consider Co-opting Parish Councillors</b>                      The Clerk was asked to contact Mel Preedy.</p>							
16.0	<p><b>To Note the Information Sheet (June 2016) and any other Updates</b>  <b>Resolved:</b> The Information Sheet was noted.</p> <p>The Consultation on the future of Mordiford Post Office had been circulated to all Councillors and to the NW Group. It was felt the move to The Moon would be beneficial and the Parish Council supported the proposals.</p>							
17.0	<p><b>To Raise Items for the next Scheduled Parish Council Meeting</b>                      Update of Financial Regulations, School Car Parking, Mirror at the top of Stints Lane.</p>	Clerk						
18.0	<p><b>To Note Date and Time of the next Regular Meeting of the Group Parish Council</b>                      Wednesday 20<sup>th</sup> July 2016 at 7.30pm at Mordiford School</p> <p>The Clerk noted that she would not be present for this meeting and it was suggested Mel Preedy was asked if she could attend to take the minutes.</p> <p>The meeting closed at 9.15 pm</p> <p>Signed ..... Date 20<sup>th</sup> July 2016                      Chairman of Dormington and Mordiford Group Parish Council</p>							