



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



**Minutes of the meeting of the Parish Council held on
Tuesday 18th March 2014 at 7.30pm**

Present

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

In attendance

Chris Bucknell – Parish Clerk
7 members of the public

Item	Minutes	Action
349	<p>To Accept Apologies for Absence Apologies were accepted from Cllr John Litchfield and Cllr John Hardwick</p>	
350	<p>Declarations of Interest a) To receive declarations of interest Cllr Brewin expressed a non-pecuniary interest in agenda item 8c Donation to Dormington Churchyard b) To approve any written requests for dispensations – None received</p>	
351	<p>To accept minutes of the previous meeting held on 18th February 2014 Item 340 (a) – Cllr Dukes pointed out that it was Cllr Dickson who had spoken to the landlord of the Moon Inn regarding the overhanging branch. With this amendment minutes of the previous meeting were accepted as a true and accurate record and signed by the Chairman.</p>	
352	<p>To receive brief verbal reports from:</p> <p>a) Police Representative There were no police representatives present. The latest Local Policing Newsletter had been circulated to all Cllrs.</p> <p>b) Neighbourhood Watch Update The Neighbourhood Watch Team was concerned about the lack of incident reports now the Newsletter was being produced in a much more non-specific format. The Clerk was asked to pass this comment onto PC Neil James.</p> <p>c) Ward Member – Councillor Hardwick Cllr Hardwick had sent the following report which was read out in his absence Budget & Council Tax – Council budget was agreed on 7th February with an amendment to grant monies saved from various areas to allow funding for school travel & SEN travel to continue until September 2015. Council tax was set with 1.9% increase at Council on 7th March. Band “D” for Dormington & Mordiford will be £1,555.61 including Police & Fire Authorities. Car Parking – Car Parking charges and On-Street parking are currently being consulted on with intention of increasing longer term parking to £3.00/day and charging until 10.00 pm in the evening on other car parks. Parking meters on streets are also being considered. Balfour Beatty – Balfour Beatty are currently going through a major restructure with 50 management posts at risk. Locality Stewards are to be increased to 13 over the 9 Localities within the county. From April it is hoped that the “C” & “U” roads across the county will begin to benefit from the £20 million investment over the next 2 years</p>	Clerk

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	<p>Planning – Hampton Bishop PC have been granted right to Appeal against the Judicial Review on the Rugby Club and the development of 190 houses. This will be heard in London before 1st June 2014.</p> <p>d) WM Housing There was no representative from WM Housing present at the meeting. Nick Edge had contacted the Clerk and suggested that the GPC consider a competition to decide a name for the new development, maybe involving the school as well as the local community. Action: Cllr Dukes was asked to discuss the possibility of a competition with the school. The Clerk gave an update on the Homepoint changes due to come into effect from June 2014. Homepoint are moving from a Bronze/Silver/Gold categorization to a traffic light system. All those currently on the Bronze list will be removed but will be able to re-apply from June 2014 for specific areas provided they can prove local connection. Action: Cllr Dukes was asked to put this information into the next edition of the Dragon.</p> <p>It was agreed to take Agenda Item 10 (Swarden Quarry) at this stage of the meeting as part of the Public Participation session</p>	<p>BD</p> <p>BD</p>														
353	<p>Public Participation Session Cllr Lee gave the background to Swarden Quarry, outlining the original concept and the fact that there had been a willingness and commitment from working parties to keep the area clean and in good repair. A member of the public (David Newton) spoke about current issues with fly tipping, vandalism and anti-social behavior at the Quarry which he said was destroying the atmosphere and the environment. He stressed the historic importance of the quarry and the need to preserve it for the benefit of the community. Mr Newton asked the GPC to support a temporary fence, erected at his own expense, blocking vehicular access to the quarry which would in his view, help reduce the issues.</p> <p>The GPC supported what had been done by the local community and appreciated the offer of help from Mr Newton. However, it was felt that the erection of a fence may discourage walkers and there may be a liability issue if an accident occurred because cars had been denied access to the car park. Cllr Lee suggested that maybe the fence could be placed one car's length from the road, which would still allow parking for around 6 cars. Resolved: NB to contact James Hereford to discuss the possible erection of a fence Resolved: Clerk to contact Community Safety Team regarding the Fly Tipping and ASB. Note: 2 members of the public left after this agenda item.</p>	<p>NB Clerk</p>														
354	<p>To Consider Planning Matters</p> <p>a) To consider any Planning Applications</p> <table border="1" data-bbox="121 1570 1449 1720"> <thead> <tr> <th>Reference</th> <th>Application</th> </tr> </thead> <tbody> <tr> <td>P140614/K</td> <td>Holy Rood Church, Mordiford HR1 4LW – fell Norwegian Spruce</td> </tr> <tr> <td>P140332/L</td> <td>The End House</td> </tr> <tr> <td>P140215/F</td> <td>83 Tower Hill, Dormington – resumption of residential use. Retention of bat roost</td> </tr> </tbody> </table> <p>Resolved: Cllr Dickson and the Planning Working Group to follow up the Tower Hill development and to send comments to the Clerk for submission by 26th March 2014.</p> <p>b) To Note any Decisions Received</p> <table border="1" data-bbox="150 1861 1366 2007"> <thead> <tr> <th>Reference</th> <th>Application</th> <th></th> </tr> </thead> <tbody> <tr> <td>P133305/F</td> <td>Claston Farm, Dormington. Erection of 2 broiler units with a linked control room and associated hard standings, feed bins and attenuation pond.</td> <td>Approved with conditions</td> </tr> </tbody> </table>	Reference	Application	P140614/K	Holy Rood Church, Mordiford HR1 4LW – fell Norwegian Spruce	P140332/L	The End House	P140215/F	83 Tower Hill, Dormington – resumption of residential use. Retention of bat roost	Reference	Application		P133305/F	Claston Farm, Dormington. Erection of 2 broiler units with a linked control room and associated hard standings, feed bins and attenuation pond.	Approved with conditions	<p>RD Clerk</p>
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355	Neighbourhood Planning		Clerk																				
a) Results of Questionnaire	<p>The results of the survey had been circulated to all Cllrs. Total fliers distributed in the Dragon = 314 with 104 'Yes' responses (noting 114 names) received.</p> <p>The Chair thanked all those who had been involved in distributing and collecting the questionnaires, noting that, with only a 33% positive return, this was not a clear mandate from the local community. He added that this may have been, in part, related to the fact the information sheet was distributed inside the Dragon and the return rate may not be completely indicative of the views of the local people.</p>																						
b) To agree whether to proceed with a Neighbourhood Plan	<p>It was felt that not to proceed with a Neighbourhood Plan could leave the local area vulnerable in terms of future development and, despite not having a positive mandate, it would be in the interests of the local community to proceed.</p>																						
c) Next Steps	<p>Resolved: To register Dormington and Mordiford as a Neighbourhood Area.</p>																						
	<p>It was noted that Cllr Shearer and the Clerk were attending a Neighbourhood Planning Training Course on Saturday 29th March, delivered by Kirkwells, Planning Consultants.</p>																						
356	Finance		Clerk																				
a) To Receive a Finance Report from the RFO	<p>Bank balances: Business Current Account £11,300.56 (assumes all cheques presented). The final Lengthsman payment of £438.75 has been cleared and is awaited. Business Reserve account £4,303.79 (as of 19/02/14).</p>																						
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Resolved: Payments approved	c) To consider donation to the upkeep of Dormington Churchyard																						
	<p>Cllr Brewin left the room whilst the GPC considered this item</p> <p>Resolved: To give a donation of £250 to Dormington PCC for the upkeep of the churchyard.</p>																						
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	<p>d) To consider and adopt revised Standing Orders The revised Standing Orders, (using the NALC model) had been circulated to the Finance Group for comment and to all Cllrs in advance of the meeting. Resolved: To accept the draft as circulated with the following two amendments Meeting Date (1z) which would read 'In the event of the third Tuesday not be practicable the meeting will be held on an alternative date agreed by the GPC'.</p> <p>Allegations of Breaches of the Code of Conduct (31b) which would read 'Where notification of an alleged breach of the Code of Conduct by a Cllr relates to a complaint made by the Proper Officer ' Resolved: The Clerk to reformat using a smaller font Resolved: A hard copy would be produced and given to each Cllr at the April GPC meeting</p>	Clerk Clerk
	<p>a) To consider Review of Financial Regulations The Clerk reported that Section 150(5) Local Government Act 1972 was repealed on 12th March, taking away the requirement for 2 Cllrs to sign cheques for payments and bringing in the potential for online banking provided appropriate controls are maintained. Local councils must have in place safe and efficient arrangements to safeguard public money and the new NALC guidance includes the important principle that more than one person should be involved in any payment, whether that is before, at or after the point at which payment is made. Resolved: Draft Financial Regulations, including these new requirements, will be circulated to the Finance Group for consideration and comment – for approval at the April GPC meeting.</p>	
	<p>b) To Agree process for Internal Audit The Clerk reported that Grant Thornton has been appointed as external auditor for the GPC accounts. The date for submission of the Annual Return has been set at 16 June 2014 with a statutory deadline for the approval of the Annual Return of 30 June 2014. As last year the Clerk has requested that the date for submission of DMGPC Annual Return be put back to 23rd June to allow final consideration and approval at the June GPC meeting and this has been agreed. Resolved: Audit requirements noted Resolved: To confirm Kerry Diamond as Internal Auditor for the 2013/14 accounts</p>	Clerk
	<p>357 Highways and Footpaths</p> <p>a) Highways and Footpath Issues Cllr Litchfield is continuing discussions with Alison Watkins (School PTFA) regarding MF29 path through the school and the Moon Inn Caravan Park and a report will be given at the April meeting.</p> <p>b) To report any defects to the Clerk</p> <p>Blocked Drains</p> <ul style="list-style-type: none"> • Drains opposite Kiddleys Kopse • Drains on main road outside of Dormington Church and Backbury View • Drain by 30 mph speed limit by Bell Lane <p>Potholes</p> <ul style="list-style-type: none"> • As you turn left out of Chapel Lane onto Dormington and Mordiford Road • Between The Clouds and Pen Hafod (x2) – previously reported to Balfour Beatty (February) • Pen Hafod and Lower Cockshoot (x2) – previously reported to Balfour Beatty (February) • Lower Cockshoot and “Ann’s Cottage (x 2) • “Ann’s Cottage” and Swardon Quarry (x2) • “Iron Room Pitch” and Swardon Quarry • Opposite the Post Box in The Clouds area – previously reported to Balfour Beatty (February) • Chapel Pitch Checkley – previously reported to Balfour Beatty (February) 	Clerk

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	<p><u>Other defects</u></p> <ul style="list-style-type: none"> Road outside of Mordiford School in bad repair – previously reported to Balfour Beatty Road edge is disintegrating 50 meters above Clouds Farm – previously reported to Balfour Beatty (February) The fault with the school sewage system had still not been rectified. In bad weather water from the Hereford Estate flooded the septic tank causing water and sewage to run out through the car park into the road. The Clerk was asked to write to the Environment Agency about this. 30mph speed sign by school playing field needs refixing. <p>c) Update on P3 Grant Cllr Litchfield had completed the P3 return for 2013/14. In total £1,170 P3 grant had been received with a total expenditure (including an estimate for the removal of 2 stiles and fitting of gates at Claston Farm) of £1,249.93. A full report of work undertaken with the P3 grant will be given at the April meeting. Resolved: Clerk to complete submission and send to Balfour Beatty</p>	<p>Clerk</p> <p>Clerk</p>
358	<p>Swardon Quarry This item was taken as part of the Public Participation Session (see minute 354)</p>	
359	<p>Mordiford Green</p> <p>a) Update from Working Party Cllr Dukes has put the purchase of poles on hold until a decision can be made regarding their purchase at the April meeting. The benches have been installed by H W Morgan & Sons. A member of the public (Mike Gullis) made an offer of some fence poles; to be considered by the Working Party. The Chair thanked Mr Gullis for his generous offer. Resolved: Cllr Dickson to get the Working Party together to put forward recommendations for the fencing and other outstanding issues</p> <p>b) To Consider Costs for the Monument Cllr Dukes had provided quotations for the Flood Victims Memorial and also for the Slaying of Mordiford Dragon Monument. Resolved: To progress with the Flood Victims Memorial at a cost of £281.25 for materials but with the stone angled.</p> <p>c) To Consider Woodland Trust Trees There were considered too many trees for Mordiford Green so it was agreed to use some as part of the boundary of the Burial Ground.</p> <p>d) To Consider Weighing Bridge Hut</p> <p>i) To consider issues related to planning permission Resolved: Cllr Dickson to ask Cllr Hardwick to obtain advice on whether planning was required</p> <p>ii) To consider issues and costs related to move and installation Cllr Ashton-Jones had cleared the hut out and suggested that the Weighing Bridge Hut, regardless of its eventual location, should be renovated to prevent further deterioration. Resolved: To allocate up to £100 to renovation of the hut. Receipts would be required for materials and other expenditure.</p>	<p>RD</p> <p>BD</p> <p>RD</p> <p>JA-J</p>
360	<p>Burial Ground and Closed Churchyard</p> <p>a) Working Party Update D C Gardening had cleared the ivy from the wall, which now looked much better.</p> <p>Work had been done on the trees between the Moon Inn and the Burial Ground and the broken branch had been removed.</p> <p>Cllr Dukes noted that there was a notice in the Burial Ground instructing people to collect green bags from the Post Office, which was now only open once a week. As Cllr Radnor regularly cleared the rubbish from</p>	

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	<p>the Burial Ground and put out black bags which the Council collected it was felt that this notice could be taken down.</p> <p>b) To Consider Safety Work to Gravestones A further quotation, giving more detail of work to be carried out, had been received from Virgo £375 (inc VAT) Resolved: To commission Virgo to undertake the work once the Faculty had given permission.</p> <p>c) To consider removal of Spruce Tree Permission had been applied for from Herefordshire Council to cut down the Spruce Tree in the Churchyard, this would take around 6 weeks. Resolved: Cllr Dukes to clarify approval from the diocese so that, once approval is obtained, work can begin.</p>	BD
361	<p>Scutterdine Lime Kilns This item was deferred until the April meeting.</p>	
362	<p>To consider the future of the Yew Tree Inn, Priors Frome The Yew Tree Inn had now closed and there were no further proposals from the community. Resolved: To remove from the agenda.</p>	
363	<p>To Note Information Sheet (March 2014) and any other updates There were no further updates'</p>	
364	<p>To Raise Items for the next Scheduled Parish Council Meeting Co-option of Parish Councillors</p>	
365	<p>To Note Date and Time of the next regular meeting of the Group Parish Council Tuesday 15th April 2014 at 7.30 pm (it was pointed out that this had been wrongly noted on the agenda)</p> <p>It was agreed the dates for the Annual Parish Meetings would be Dormington – 13th May 2014 at 8.00 pm at St Peter's Church Mordiford – 13th May 2014 at 7.00 pm at Mordiford School</p> <p><i>(Post meeting note: the Dormington Annual Parish Meeting will be held on Thursday 15th May 2014)</i></p> <p>The meeting closed at 9.40 pm</p> <p>Signed Date 15th April 2014 Chairman of Dormington and Mordiford Group Parish Council</p>	BD