



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the meeting of the Parish Council held on Tuesday 17th September 2013 at 7.30pm

Present

Cllrs Ray Dickson (Vice Chair), Peter Davies, Brian Dukes, John Lee, John Litchfield, Cheryl Shearer

In attendance

Chris Bucknell – Parish Clerk

1 member of the public

Item	Minutes	Action
265	<p>To Accept Apologies for Absence Apologies were accepted from, Cllr Nick Brewin, Cllr Ashton-Jones, Cllr Lorna Radnor, Ward Cllr John Hardwick</p>	
266	<p>Declarations of Interest a) To receive declarations of interest - None received b) To approve any written requests for dispensations - None received</p>	
267	<p>To accept minutes of the previous meeting held on 16th July 2013 Minutes of the previous meeting were accepted as a true and accurate record and signed by the Vice Chairman</p>	
268	<p>Overview and Update on Neighbourhood Planning a) Visit to Eardisley Group Parish Council It was agreed to arrange a visit. The Clerk suggested that this could be combined with Wellington Parish Council who was also arranging a visit to Eardisley to discuss Neighbourhood Planning. This was felt to be acceptable. Resolved: The Clerk to obtain a list of potential dates and circulate.</p>	Clerk
269	<p>To receive brief verbal reports from: a) Police Representative There was no representative and no report had been received. The August newsletter had been circulated to all Councillors. b) Neighbourhood Watch Update Cllr Dukes had circulated the Talk Talk scam to all Cllrs. There was no further update. c) Ward Member – Councillor Hardwick Cllr Hardwick had given his apologies. d) WM Housing Kat La Tzar had been invited to attend either the September or October meetings to introduce the contractor and update on progress. There had been no response to this request and the Clerk would follow it up for the October meeting</p>	

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270	<p>Public Participation Session</p> <p>A local resident stated that the road outside Mordiford School was badly potholed and needed resurfacing. The Clerk would report this to Balfour Beatty.</p>	Clerk																																
271	<p>To Consider Planning Matters</p> <p>a) To consider any Planning Applications</p> <table border="1"> <thead> <tr> <th>Reference</th> <th>Application</th> </tr> </thead> <tbody> <tr> <td>132175/4</td> <td>End House, Priors Frome. Listed Building Consent. Change of use of store room at the south-eastern end of cottage into a study on ground floor and a bedroom and en-suite bathroom on the first floor. Replacement windows and door. Deadline for submissions 03/10/13</td> </tr> </tbody> </table> <p>Resolved: Cllr Dickson would arrange for the Planning Working Group to consider this application</p> <p>b) To Note any Decisions Received</p> <table border="1"> <thead> <tr> <th>Reference</th> <th>Application</th> <th></th> </tr> </thead> <tbody> <tr> <td>131596/L</td> <td>Wootton Farm, Checkley. Replacement of windows. Listed Building Consent.</td> <td>Approved with Conditions</td> </tr> </tbody> </table>		Reference	Application	132175/4	End House, Priors Frome. Listed Building Consent. Change of use of store room at the south-eastern end of cottage into a study on ground floor and a bedroom and en-suite bathroom on the first floor. Replacement windows and door. Deadline for submissions 03/10/13	Reference	Application		131596/L	Wootton Farm, Checkley. Replacement of windows. Listed Building Consent.	Approved with Conditions	RD																					
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272	<p>Finance</p> <p>a) To receive a Finance Report from the RFO</p> <p>Bank balances: Business Current Account (as at 15/08/13) £11,655.86. Business Reserve account (as at 19/08/13) £4,302.92. The external audit has concluded with one comment. The Internal Auditor had ticked 'yes' for Objective K (managing Trust Funds) and this was incorrect. Notices of electors' rights have been posted.</p> <p>Income since the last meeting</p> <table border="1"> <tbody> <tr> <td rowspan="2">Income - £439.18</td> <td>Lengthsman Grant (outstanding from 2012-13). This finalises the grant for 2012-13.</td> <td>£438.75</td> </tr> <tr> <td>Interest on Business Reserve Account</td> <td>£0.43</td> </tr> </tbody> </table> <p>b) To agree payments made since the July meeting</p> <table border="1"> <thead> <tr> <th>Cheque</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>718</td> <td>D C Gardening Invoices 100 and 149 for mowing churchyard.</td> <td>£385.62</td> </tr> <tr> <td>719</td> <td>D C Gardening for spraying work Invoice 150 (to be claimed from Lengthsman Grant)</td> <td>£135.00</td> </tr> <tr> <td>720</td> <td>Can Do Crew. Invoice 170 for mowing and strimming. (to be claimed out of P3 Grant)</td> <td>£238.00</td> </tr> <tr> <td>721</td> <td>Lengthsman. Invoice 55. Strimming Pentaloee Green. Pathway next to green strimmed and cut back hedge. Removal of rubbish.</td> <td>£66.00</td> </tr> <tr> <td>722</td> <td>Humfrys and Symonds. Preparation of Licence agreement for Mordiford Green. Invoice DC38249-11. £500 + VAT</td> <td>£600.00</td> </tr> </tbody> </table> <p>Resolved: Payments Approved</p> <p>c) To agree payment of outstanding invoices</p> <table border="1"> <thead> <tr> <th>Cheque</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>723</td> <td>Outstanding Lengthsman admin payment for 2012-13 paid to Mel Preedy</td> <td>£43.88</td> </tr> <tr> <td>724</td> <td>Grant Thornton. External Audit. Invoice 6830968. £100 + VAT</td> <td>£120.00</td> </tr> </tbody> </table>	Income - £439.18	Lengthsman Grant (outstanding from 2012-13). This finalises the grant for 2012-13.	£438.75	Interest on Business Reserve Account	£0.43	Cheque	Expenditure	Amount	718	D C Gardening Invoices 100 and 149 for mowing churchyard.	£385.62	719	D C Gardening for spraying work Invoice 150 (to be claimed from Lengthsman Grant)	£135.00	720	Can Do Crew. Invoice 170 for mowing and strimming. (to be claimed out of P3 Grant)	£238.00	721	Lengthsman. Invoice 55. Strimming Pentaloee Green. Pathway next to green strimmed and cut back hedge. Removal of rubbish.	£66.00	722	Humfrys and Symonds. Preparation of Licence agreement for Mordiford Green. Invoice DC38249-11. £500 + VAT	£600.00	Cheque	Expenditure	Amount	723	Outstanding Lengthsman admin payment for 2012-13 paid to Mel Preedy	£43.88	724	Grant Thornton. External Audit. Invoice 6830968. £100 + VAT	£120.00	
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273	Cheque	Expenditure	Amount	Clerk	
	725	Lengthsman. Invoice 74. Work detailed on Lengthsman worksheet	£66.00		
	726	D C Gardening Invoice 205 for mowing churchyard.	£192.81		
	727	Can Do Crew Invoice 223 P3 Grant	£258.00		
	728	Lengthsman Invoice 90. Work detailed on Lengthsman worksheet	£60.50		
	729	Lengthsman Invoice 91 (part). Work detailed on worksheet	£11.00		
	730	M Dyer P3 work. Invoice 91 (part). Work detailed on worksheet	£76.50		
	Resolved: Payments Approved				
	d) Donation to British Legion in memory of Josie Pemberton At the request of the Chair a donation was made in memory of Josie Pemberton. This was paid by the Clerk. Councillors are asked to approve the repayment of this amount.				
	Cheque	Expenditure	Amount		
	731	Donation to British Legion in memory of Josie Pemberton	£50.00		
	Resolved: Payment Approved				
	e) To consider 2013/14 National Salary Award for Local Council Clerks A national pay award has been agreed, backdated to 1 April 2013. The clerk is currently paid at SCP 19 which is £9.591 per hour. This is being increased to £9.687 – an increase of £0.096 per hour.				
	Resolved: To increase the salary of the clerk in line with the pay award, backdated to 5 th April 2013.				
	Highways and Footpaths				
a) To report any defects to the Clerk Balfour Beatty have stated: <i>there will be a transition period whilst staff are inducted and trained. There is a concerted pothole blitz planned to make a significant difference to the highway network, and full details of the scope of the new contract agreement will be communicated in due course.</i>					
The Clerk noted that there had not been a seamless handover of reported defects between Amey and Balfour Beattie and some may need to be reported again. The signage in Sufton Lane had not been completed and the Clerk had followed this up with BB, requesting that it be completed.					
<ul style="list-style-type: none"> • Potholes outside Anne’s Cottage and Pen Hafod (Checkley HR1 4NA) • Road slipping into the ditch at the top of Clouds Farm (Checkley HR1 4NA) • Curbs at Wallflower Row – the drains need clearing out • Drains outside Mordiford School and outside The Moon need clearing out • Extensive pothole at the corner of Dormington Road and Chapel Lane (turning left from Lane) 					
Action: Report to Balfour Beatty					
b) Dormington Bridle Path/Right of Way Defect This had been referred to HALC’s legal team for comment. The recommendation from HALC is as follows: <i>The property owners who currently have access over the bridleway will need to inspect their deeds to ascertain any liability for maintenance of the bridleway. However, property owners are quite often reluctant to share the information contained within their deeds with any third parties and the latter have no right of knowledge. The information you have provided suggests that the Parish Council is not involved in the current dispute and I suggest that it would not be in the public interest for the Parish Council to intervene in any way.</i>					
Resolved: To take the advice of HALC and not pursue the matter further			Clerk		

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	<p>c) Parking outside the School This was currently being dealt with by Ward Cllr Hardwick and an update would be given at the October meeting. It was noted that parking on the pavement was also a problem outside the school.</p> <p>d) Conifer trees around Pentaloew Sewage Works Cllr Ashton Jones has reported that residents in Pentaloew Close say the conifer trees that were planted quite a while ago around the Pentaloew sewage works have grown very big and need cutting down. It was noted that Welsh Water would not remove the trees as they were not deemed to be a hazard. Resolved: The Parish Council could not commit funds for removal of the trees and it was felt the issue should be between the residents and Welsh Water.</p> <p>e) To Report any Jobs for the Lengthsman</p> <ul style="list-style-type: none"> • The gulleys needed clearing in preparation for the winter (where there were grass verges rather than pavements). • Clearing of the stream above footbridge at Checkley • Clear storm rubble outside the house opposite the Old Post Office (Checkley Brook). <p>It was felt there needed to be a list of regular jobs that the Lengthsman undertook in order to maintain tighter control over the allocation of funding; ensuring there was sufficient to cover reported jobs throughout the year. Currently there was £673.90 of Lengthsman Grant remaining.</p> <p>Checkley Common – the Clerk had been contacted by Rupert Foley who was concerned about Ragwort at Checkley Common. The Clerk had contacted Mr Barrell and requested he remove the ragwort and cut the common, but he felt he could not do this until later in the year. The Clerk was asked to find out what Herefordshire Council/Herefordshire Nature Trust’s policy was on Ragwort and report back to the next meeting.</p>	<p>J A-J</p> <p>Clerk</p> <p>Clerk</p>
274	<p>Mordiford Green</p> <p>a) Licence Agreement The licence has been finalised and signed.</p> <p>b) Working Party to propose scope and schedule of work Thanks were given to Cllr Dukes for all his work on developing proposals for Mordiford Green.</p> <p>There was a need to ascertain exactly where the boundary was in relation to the map. The anti-parking posts needed to be put in place and the noticeboard moved. Resolved: Cllr Dickson would arrange a group meeting to peg out the land, put in the posts and would arrange for Phil Morgan to move the noticeboard.</p> <p>The river bank needed strimming back but care needed to be taken because of the soft ground which would not support heavy equipment. Resolved: Michael Dyer to be asked to carry out the work outside of the Lengthsman contract.</p> <p>Resolved: A full list of proposals and associated costs would be prepared for the October meeting.</p>	<p>RD</p> <p>Clerk</p> <p>RD/BD</p>
275	<p>Burial Ground and Closed Churchyard</p> <p>a) Working Party Update Resolved: The working party would meet on Saturday 5th October to carry out the work. An article would be put in the Dragon magazine asking for volunteers.</p>	<p>BD</p>

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	<p>The Clerk confirmed that volunteers would be covered by the Parish Council's public liability insurance provided that they were carrying out work co-ordinated by the Parish Council and a risk assessment was in place.</p> <p>Resolved: Cllr Dukes to co-ordinate the work and carry out a risk assessment</p>	BD
276	<p>Mordiford Post Office Consultation No further updates had been received</p>	
277	<p>Herefordshire Fair Share Petition Herefordshire Council is asking residents to help petition for a fair share of central government funding for rural areas. The petition will be presented in the House of Commons in October along with petitions from other rural counties.</p>	
278	<p>To Note Information Sheet (Sept 2013) and any other updates In addition to the information sheet the following updates were given to the meeting</p> <ul style="list-style-type: none"> • Anyone wishing to submit anything for publication in the Dragon should give the information to Cllr Dukes by the end of the week. <p>Resolved: The Information Sheet and additional updates were noted.</p>	
279	<p>To Raise Items for the next Scheduled Parish Council Meeting Items referred to in these minutes with the addition of</p> <ul style="list-style-type: none"> • Preserving the 'Weighing Bridge' at Mordiford • Monument for Mordiford Green • Ragwort on Checkley Common 	
280	<p>To Note Date and Time of the next regular meeting of the Group Parish Council Tuesday 15th October 2013 at 7.30 pm</p> <p>The meeting closed at 8.30 pm</p> <p>Signed Date 15th October 2013 Chairman of Dormington and Mordiford Group Parish Council</p>	