



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



### Minutes of the Regular Meeting of the Group Parish Council held on Wednesday 21<sup>st</sup> February 2018 at 7.30pm at Priors Frome Chapel

#### Present

Cllrs Ray Dickson (Chair), Jan Ashton-Jones, John Litchfield, David Lloyd, Craig Preedy, Mel Preedy, John Wood  
Chris Bucknell (Parish Clerk)

#### In attendance

Ward Cllr John Hardwick

There were 2 members of the public present up to item 5

Item	Minutes	Action
1.0	<b>To Receive Apologies for Absence – None</b>	
2.0	<b>Declarations of Interest</b> <b>a) To Receive Declarations of Interest</b> There were no declarations of interest.  <b>b) To Consider Requests for Dispensations</b> There were no requests for dispensation.	
3.0	<b>To Accept minutes of the Regular Meeting of the Group Parish Council held on 17<sup>th</sup> January 2018</b> <b>Resolved:</b> Minutes of the meeting held on 17 <sup>th</sup> January 2018 were agreed and signed by the Chairman.	
4.0	<b>To receive brief verbal reports from:</b> <b>a) Police Update</b> The February SNT Newsletter had been circulated to all Cllrs in advance of the meeting. There were no local incidents reported.  <b>b) Neighbourhood Watch Update</b> There was no further update.  <b>c) Ward Member – Councillor Hardwick</b> Cllr Hardwick reported that the Western Bypass Consultation was to begin at the library from 20 <sup>th</sup> March.  He reported on the recent Mordiford School incident when a small child had been knocked down outside the school. Before this event Cllr Hardwick had been in contact with Andrew Hind for an update on the traffic safety measures proposed. Cllr Hardwick confirmed that a meeting was due to take place on 23 <sup>rd</sup> February where the potential of putting in place a temporary traffic order would be discussed. Cllr Hardwick stressed that this solution must not be at the cost of delaying a better solution longer term.  Cllr Hardwick went on to report that the current leader of the Council had stepped down and a new Leader was to be selected, the role coming into force at the Council meeting on the 9 <sup>th</sup> March.  Cllr Litchfield said that any traffic solution must not overlook the Woolhope Road which was also of concern.	

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5.0	<p>Cllr Craig Preedy asked whether yellow zig zag lines may be an option, saying that in certain circumstances these could be installed on both sides of the road although issues with enforcement were recognised, these markings being only advisory. Cllr Litchfield reported that he had raised the issue of double yellow lines with the PCSO; the potential to put in place patrols was not viable but enforcement may be possible if there were clear picture of the offender (with the date and time).</p> <p><b>Public Participation Session</b></p> <p>The two members of the public present had come to express concerns about the parking outside of Mordiford School and the potential to issue residents' parking permits. These concerns had been covered and minuted under Item 4c.</p> <p>The public left at this point in the meeting</p>															
6.0	<p><b>To Consider Planning Matters</b></p> <p><b>a) To Consider any Planning Applications</b></p> <table border="1" data-bbox="197 734 1426 808"> <thead> <tr> <th data-bbox="197 734 368 770">Reference</th> <th data-bbox="368 734 1426 770">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 770 368 808">180458</td> <td data-bbox="368 770 1426 808">Sufton Court, Mordiford. Proposed works to dead tree.</td> </tr> </tbody> </table> <p>Cllr Litchfield had prepared the following response which had been agreed by Cllrs and submitted to the planning team.</p> <p><i>This is a tall oak tree of large girth, the base of which stands about 16 feet from the highway. It died several years ago following a heavy pollarding to its branches and has been a drumming post for great spotted woodpeckers ever since. As the bark has peeled off it has also become a supermarket and nesting site for birds including tree creepers and nuthatches etc. Having lived opposite it for 20 years I have been able to observe its value to wildlife. As it is in a conservation area, in the interests of both conservation and highway safety, why not reduce its height by two thirds and shorten its side branches. It should then pose no danger to the road users and continue to stand for many years and provide for wildlife. If the felled sections are piled up around its base they will slowly rot over many years thus providing insect habitats, bird food and nutrients into the soil, benefitting the other adjacent oaks.</i></p> <table border="1" data-bbox="197 1323 1426 1429"> <thead> <tr> <th data-bbox="197 1323 368 1359">Reference</th> <th data-bbox="368 1323 1426 1359">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 1359 368 1429">180361</td> <td data-bbox="368 1359 1426 1429">Land West of Clay Hill Pit, Dormington. Variation of conditions 3, 5, 6 and 9 (162400/F) energy storage system.</td> </tr> </tbody> </table> <p>Cllrs felt the same conditions regarding sound levels and emissions should be imposed on this application as on the previous ones. This application should be regarded and treated in the same way as 174127.</p> <table border="1" data-bbox="197 1576 1426 1756"> <thead> <tr> <th data-bbox="197 1576 368 1612">Reference</th> <th data-bbox="368 1576 1426 1612">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="197 1612 368 1648">180042</td> <td data-bbox="368 1612 1426 1648">Claston Farm, Dormington. Proposed agricultural building for grain storage.</td> </tr> <tr> <td data-bbox="197 1648 368 1756">180463/ XA2</td> <td data-bbox="368 1648 1426 1756">Claston Farm, Dormington. Application for approval of details reserved by conditions 3, 7, 8, 10, 11, 12 &amp; 13 attached to planning permission 164103. <i>No comments being accepted</i></td> </tr> </tbody> </table> <p>Cllrs had no objection to this application as the proposed agricultural building would not be seen from the road.</p>	Reference	Application	180458	Sufton Court, Mordiford. Proposed works to dead tree.	Reference	Application	180361	Land West of Clay Hill Pit, Dormington. Variation of conditions 3, 5, 6 and 9 (162400/F) energy storage system.	Reference	Application	180042	Claston Farm, Dormington. Proposed agricultural building for grain storage.	180463/ XA2	Claston Farm, Dormington. Application for approval of details reserved by conditions 3, 7, 8, 10, 11, 12 & 13 attached to planning permission 164103. <i>No comments being accepted</i>	<p>Clerk</p> <p>Clerk</p>
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7.0	<b>b) To Note any Decisions/Notifications Received</b>			
	<b>Reference</b>	<b>Application</b>	<b>Decision</b>	
	173936	Pump Orchard, Chapel Lane, Priors Frome HR1 4EP. Proposed 3 dwelling houses and garages. Amended application.	Approved with Conditions	
	173379	Scutterdine Cottage, Mordiford. Proposed first floor front and side entrance. Additional information.	Approved with Conditions	
	174549/ 174550	Yew Tree Cottage, Checkley HR1 4ND. Proposed demolition of existing bake house, single storey bathroom and entrance lobby. Construction of a two-storey garden room, bedroom, bathroom and lobby.	Awaiting Decision	
	174463	The Barn, Prospect Field, Upper Dormington HR1 4ED. Retrospective application for retention of barn used by processing businesses then continued use of land for the siting of mobile home and improvements to existing access including removal of part of hedge.	Awaiting Decision	
	174127	Substation, Clay Hill Pitch, Dormington. Variation of condition 3 and 4 of planning.	Approved with Conditions	
	72060/XA 2	Land at Woodavens Dormington Hereford , Application for approval of details reserved by conditions 3, 4, 5, 6& 8 attached to Listed Building Consent 163733. <i>The PC were not asked to comment on this application</i>	Approved	
	<b>c) To Consider any other Planning Issues and Updates</b>			
	<b>River Lugg Internal Drainage Board Consultation on Byelaws</b>			
	This had been circulated to Cllrs in advance of the meeting. It was noted that whilst Cllrs approved of the suggestions being made they felt note should be made of who was responsible for trees falling into the river which may cause it to flood. This would be communicated back to the RLIDB.			
	<i>Post Meeting note: The RLIDB confirmed that any trees falling into the river is the riparian responsibility of the landowner. The Environment Agency may agree to clear these but the responsibility was first and foremost with the landowner.</i>			
	<b>Finance</b>			
	<b>a) To receive a Finance Report from the RFO</b>			
	<b>Bank balances:</b>			
Business Current Account £9,884.37. Business Reserve account £54,318.11. Income includes memorial fees of £15 and Allotment Fees of £320.				
<b>b) To Agree Payments made since January meeting</b>				
<b>Chq/ BACS</b>	<b>Expenditure</b>	<b>Amount</b>		
BACS	50% of Clerk's SLCC Membership Fees	£64.00		
<b>Resolved:</b> Payment approved				
<b>c) To Agree Payment of Outstanding Invoices</b>				
<b>Chq/ BACS</b>	<b>Expenditure</b>	<b>Amount</b>		
BACS	Vision ICT invoice 7665. .gov.uk domain name April 2018 – March 2020 £80 + VAT	£96.00		
BACS	50 second class stamps. Reimbursement to Clerk	£28.00		
<b>Resolved:</b> Payments approved. The Clerk was asked to purchase an additional 100 second class stamps as they would be needed for any consultation carried out regarding the Dormington Play Area.				

Clerk

Clerk

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8.0	<table border="1" data-bbox="210 235 1430 324"> <tr> <td data-bbox="210 235 1295 324">National Allotment Society Membership £55 + VAT</td> <td data-bbox="1295 235 1430 324">£66.00</td> </tr> </table>	National Allotment Society Membership £55 + VAT	£66.00	
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<p data-bbox="193 342 1417 412">Cllr Ashton Jones had contacted the allotment holders to ascertain whether they got any benefit from this membership. There had been no response so it was agreed to cancel the membership.</p> <p data-bbox="193 434 911 465"><b>d) To Review Financial Regulations and Risk Assessment</b></p> <p data-bbox="193 470 1437 537">Cllrs had reviewed the documents which had been sent to them in advance of the meeting. There were no comments.</p> <p data-bbox="193 544 1031 575"><b>Resolved:</b> To re-adopt the Financial Regulations and Risk Assessment</p>	Clerk  Clerk			
	<p data-bbox="193 618 636 649"><b>8.0 Highways, Footpaths and Commons</b></p> <p data-bbox="193 658 810 689"><b>a) Mordiford Traffic/Pedestrian Safety Proposals</b></p> <p data-bbox="236 694 778 725"><b>i) To Consider Proposals for Picket Fences</b></p> <p data-bbox="193 730 1430 902">Cllr Lloyd updated the meeting. Rob Hemblade from Balfour Beatty had not yet come back with a breakdown of the labour and material costs included in their quotation, saying that they were still chasing their commercial team and that Balfour Beatty were now trialling their Community Commissioning Process which may affect how the work is quoted for and carried out. Cllr Lloyd would continue to follow this up.</p> <p data-bbox="193 925 1437 1171">As requested at the January meeting the Clerk had contacted Came and Company regarding insurance for the picket gates. They had responded that during the installation period, the Parish Council should ensure that the contractor has their own Public Liability cover in place. Once the gates had been installed, the Parish Council policy would provide Public Liability Insurance. The insurers recommended that gates be checked regularly by someone appointed by the Council to ensure they remain in good working order. They recommend these checks were confirmed in writing as this may assist the insurers in defending a claim should an incident arise.</p> <p data-bbox="236 1189 1126 1220"><b>ii) To Consider Cost of Pedestrian Guard Rail Outside Mordiford School</b></p> <p data-bbox="193 1225 1437 1328">Cllr Lloyd was attempting to get a breakdown of the requirements and costs from Balfour Beatty before going out to tender to other companies. This was also being affected by Balfour Beatty's roll out of their Community Commission Model. This would continue to be followed up.</p> <p data-bbox="223 1348 916 1379"><b>iii) To Consider Yellow Lines outside Mordiford School</b></p> <p data-bbox="193 1384 1193 1415">Cllr Hardwick had covered this in his report which has been minuted under item 4c.</p> <p data-bbox="193 1435 616 1467"><b>b) Highways and Footpath Issues</b></p> <p data-bbox="239 1487 716 1518"><b>i) Update on Footpath Maintenance</b></p> <p data-bbox="193 1523 1410 1695">Cllr Litchfield reported that the Backbury Hill path was now clear and fully accessible. A lot of the PROW around Checkley had been cleared and the replacement of way markers was ongoing. A communication had been received from Shane Hancock, Public Realm Enforcement Officer at Balfour Beatty, regarding work still showing as outstanding on their system – notably regarding way markers. Cllr Litchfield confirmed that this work was now complete.</p> <p data-bbox="236 1718 619 1749"><b>ii) Update on Checkley Brook</b></p> <p data-bbox="193 1753 751 1785">Cllr Dickson noted that this work was ongoing.</p> <p data-bbox="236 1805 823 1836"><b>iii) Incidents with Deer on A438 by Dormington</b></p> <p data-bbox="193 1841 1356 1944">A resident had reported a deer had been killed on the A438. The resident had suggested that the landowners should take some responsibility, but it was felt that this would be difficult with wild animals. Cllr Preedy had researched the RSPCA</p> <p data-bbox="193 1948 1037 1980"><a href="https://www.rspca.org.uk/adviceandwelfare/wildlife/inthewild/deer">https://www.rspca.org.uk/adviceandwelfare/wildlife/inthewild/deer</a></p> <p data-bbox="193 2000 1420 2031">and provided some useful information about how deer could be managed and how to avoid collisions.</p>	DL		

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	<p>The RSPCA also promoted the Deer Initiative which could result in deer being culled. It was also noted that although Dormington was not in the Wye Valley AONB they also had an initiative and could provide useful information.</p> <p><b>d) Work to be carried out and any Other Issues and Updates</b></p> <p><b>i. Process for completion of Annual Maintenance Plan</b> The Annual Plan needed to be submitted to Balfour Beatty by 28<sup>th</sup> February. Cllr Litchfield confirmed that he wished the 2018/19 Annual Maintenance plan to mirror the 2017/18 and the Clerk was asked to complete this and to circulate for approval before submitting to Balfour Beatty.</p> <p><b>ii. Process for Agreeing and commissioning Lengthsman Work in 2018/19</b> Cllr Litchfield confirmed that he wanted Michael Dyer to undertake a monthly cut at Pentaloe Close and at the Green opposite the Spout for the period April to October. The roadside verges down to the Moon and Weed Control on Pentaloe Close would be done on request. The Clerk would issue a worksheet to Michael Dyer to cover this work.</p> <p>Pentaloe Green, Checkley Barn, Swarden Quarry and other P3 work would be carried out by Enviroability under the management of Cllr Litchfield.</p> <p>Sign cleaning would be undertaken on request.</p> <p>Once the picket gates had been installed the area around these would need to be maintained.</p> <p><b>iii. Great British Spring Clean 2<sup>nd</sup> – 4<sup>th</sup> March 2018</b> Cllr Mel Preedy confirmed that she wished to carry out a litter pick and other Cllrs offered to undertake the activity in their areas. The Clerk was asked to get 5 litter picking packs from Balfour Beatty and deliver them to Cllr Preedy's home. The inclusion of the public was discussed but it was felt that this would only be possible to a minor degree given the timescale.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
9.0	<p><b>Allotments</b></p> <p><b>a) Update on Allotments</b> There was nothing to report. All allotment fees for 2018 had been paid.</p> <p><b>b) Update on Lease Agreement</b> There was no further update.</p> <p><b>c) To Approve Expenditure on Legal Fees</b> These were not yet known</p> <p><b>d) To Consider any Expenditure</b> There was no expenditure</p>	
10.0	<p><b>Mordiford Burial Ground and Closed Churchyard</b></p> <p><b>a) Review of Burial Ground Policy</b> This had been circulated to all Cllrs in advance of the meeting. There were no comments and the policy was re-adopted without change.</p> <p><b>b) Review of Burial Ground Costs</b> These had been circulated to all Cllrs in advance of the meeting. Cllr Craig Preedy queried why the Parish Council charged a fee for things such as adding additional inscriptions onto headstones when they had no involvement or outlay in these activities. The Clerk explained that there was a cost to maintaining the Burial Ground and closed churchyard and the charges related to burials went towards covering these. There had been a shortfall of around £300 in 2016/17 and 2017/18 looked as if there would be a similar shortfall of income against expenditure. It was thought that a line should be added to the Burial Fees document that explained that the income received went towards the upkeep of the Burial Ground.</p> <p><b>Resolved:</b> Not to increase Burial Ground Costs for 2018</p>	<p>Clerk</p>

Item	Minutes	Action
	<p><b>e) To Consider any Costs related to the Burial Ground and Closed Churchyard</b> The tap in the Burial Ground was leaking and Cllr Dickson would arrange for this to be mended.</p>	RD
11.0	<p><b>Mordiford Green</b> a) <b>Update on the Dragon Project</b> - There was no further update. b) <b>To approve any expenditure</b> - There was no expenditure</p>	
12.0	<p><b>Update on Dormington Play Area</b> A meeting had taken place between Cllr Dickson, Cllr Wood, Ward Cllr Hardwick, the Parish Clerk and Spencer Grogan of Herefordshire Council on 7<sup>th</sup> February. It had been suggested that it may be possible to carry out an asset transfer of the Play Area to a constituted group such as DCAT. Spencer Grogan had expressed concern that the play area did not seem to have been maintained to the standard he would have expected, and he would follow this up with Balfour Beatty. To date there had been no feedback. Cllr Wood had prepared a short piece for insertion in the Parish Magazine. The Clerk was asked to get the Asset Transfer forms.</p>	Clerk
13.0	<p><b>Broadband for Shepherds Orchard</b> Cllr Craig Preedy had contacted Sharon Gibson, a Senior Officer at Openreach, about the poor broadband speed experienced in Shepherds Orchard and other parts of the Parish. This request had subsequently been passed onto Richard Hall who was the Regional Officer, who had committed to coming back to Cllr Preedy about whether superfast broadband could be brought to Shepherds Orchard.  Cllr Litchfield added that broad band speed was not super-fast in other areas of the village and asked for consideration to be given to the 6 dwellings at Hope Springs Farm and 5 dwellings at Bagpipers. He also noted that the number of dwellings may increase in the near future if proposed developments went forward.  Cllr Hardwick mentioned that Herefordshire Council had recently contracted with Gigaclear to deliver part 2 of the Fastershire project and he felt this may be an opportunity to get fibre to the premise (fttp) in areas that were experiencing slow speeds.</p>	
14.0	<p><b>To Review and Re-Adopt Standing Orders and Code of Conduct</b> All Councillors had been asked to review the documents and to bring any suggestions for amendments to the meeting. There were no comments and no suggestions for amendments. <b>Resolved:</b> To re-adopt the Standing Orders and Code of Conduct</p>	
15.0	<p><b>To Note the Information Sheet (February 2017) and any other Updates</b> The Information Sheet was noted. There were no further updates.</p>	
16.0	<p><b>To Raise Items for the next Scheduled Parish Council Meeting</b> Annual Parish Meeting 2018, Cycle Speed through Mordiford Village</p>	
17.0	<p><b>To Note Date and Time of the next Regular Meeting of the Group Parish Council</b> Wednesday 21<sup>st</sup> March 2018 at 7.30pm at Priors Frome Chapel.  The meeting closed at 9.30 pm</p> <p>Signed ..... Date 21<sup>st</sup> March 2018 Chairman of Dormington and Mordiford Group Parish Council</p>	