



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Meeting of the Group Parish Council held on Wednesday 15th March 2017 at 7.30pm At Mordiford School

Present

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

In attendance

Ward Cllr John Hardwick
3 members of the public were present

Item	Minutes	Action
1.0	To Receive Apologies for Absence – None	
2.0	<p>Declarations of Interest</p> <p>a) To Receive Declarations of Interest There were no declarations of interest</p> <p>b) To Consider Requests for Dispensations There were no requests for dispensation.</p>	
3.0	<p>To accept minutes of the Regular Meeting of the Group Parish Council held on 15th February 2017 Resolved: Minutes of meeting held on 15th February 2017 were agreed and signed by the Chairman.</p>	
4.0	<p>To receive brief verbal reports from:</p> <p>a) Police Update The March SNT Newsletter had been circulated to all Cllrs. There were two incidents reported in Dormington.</p> <ul style="list-style-type: none"> • Theft of off-road vehicle Toyota Hilux RN04VSX from rural industrial yard. • Theft of machinery from garden between 15th and 16th Feb. Motorised wheel barrow on hire approx value £5000-£8000 Hinawa dumper truck. <p>b) Neighbourhood Watch Update The NHW Update had been forwarded to all Cllrs in advance of the meeting. The key points are outlined below:</p> <p>Fouling of roads by horses – this had been dealt with at the January GPC meeting and the owner of the stables had been written to. It was not felt the GPC could take any further action.</p> <p>Parking in Sufton Rise – this was being dealt with. The use of free parking spaces at Shepherds Orchard was discussed and it was confirmed this would be possible under the lease provided adequate controls were in place to avoid misuse. This would continue to be followed up.</p> <p>Neighbourhood Watch Signs – the GPC asked that a costed proposal be brought to the next meeting for consideration.</p> <p>The Clerk would feedback these comments to the NHW Co-ordinator.</p>	Clerk

Item	Minutes	Action															
5.0 6.0	<p>c) Ward Member – Councillor Hardwick Cllr Hardwick reported that the 2017/18 Band D Council Tax for Dormington and Mordiford would be £1,448.52 which was about average across the Ward. Herefordshire Council had been awarded £8 million towards establishing the new University and an additional £2.82 million towards a Cyber Security Centre on the Enterprise Zone, the only one of its kind in the country, which would bring an estimated 185 highly paid jobs to the area.</p> <p>Public Participation Session Comments on Claston Farm Planning Application and 21 The Maltings which have been minute under 6c Planning updates.</p> <p>To Consider Planning Matters</p> <p>a) To Consider any Planning Applications There were no new Planning Applications</p> <p>b) To Note any Decisions/Notifications Received</p> <table border="1" data-bbox="196 772 1433 1014"> <thead> <tr> <th>Reference</th> <th>Application</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>170048</td> <td>85 Tower Hill, Dormington. Certificate of lawfulness for existing use as a dwelling for in excess of 10 years</td> <td>Awaiting Decision</td> </tr> <tr> <td>162558</td> <td>The Lime Kilns, Hope Springs Farm, Mordiford - Proposed change of use from B8 to B1 with conversion of existing building to form 5 office/workshop units</td> <td>Awaiting Decision</td> </tr> </tbody> </table> <table border="1" data-bbox="196 1086 1433 1227"> <thead> <tr> <th>Reference</th> <th>Application</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>164103</td> <td>Claston Farm, Dormington. Erection of 2 additional broiler units on existing poultry site with associated infrastructure.</td> <td>Awaiting Decision</td> </tr> </tbody> </table> <p>A resident asked for an update on the Claston Farm application. Cllr Hardwick noted that there had been several letters of opposition from The Maltings and more Environmental Information had been requested.</p> <p>The Clerk noted that she had been contacted by Ed Thomas from Claston Farm who had expressed willingness to come to a GPC meeting if required to answer questions from Cllrs and from the public.</p> <p>Other Planning Issues</p> <p>21 The Maltings Dormington – The following response from the Planning Team had been received.</p> <p><i>The owner was given to 15th March to apply for planning permission to vary the conditions attached to the original planning permission or restore the property to its former condition by 15th March 2017. No planning application has been received to date. I have received correspondence from the owner disputing the legal position but I have rebutted this.</i></p> <p><i>If the requirement is not met by the due date there are certain procedures that have to be undergone before the Council can instigate formal enforcement action, the first of which will be the production by a Planning Officer of an Expediency Report for consideration by a Senior Planning Officer. This will allow the Planning Officer to weigh up the facts of the case with a view to ensuring that any action is proportionate and in the public interest. I must also ensure that adequate opportunity has been given to resolve the breach without enforcement action being taken.</i></p> <p>A resident from The Maltings was present at the GPC meeting and spoke about continuing concerns regarding parking and access issues, saying that parking on the visibility splay was only going to get worse and he felt a resolution to this, and the resulting risk to motorists and pedestrians, was very</p>	Reference	Application	Decision	170048	85 Tower Hill, Dormington. Certificate of lawfulness for existing use as a dwelling for in excess of 10 years	Awaiting Decision	162558	The Lime Kilns, Hope Springs Farm, Mordiford - Proposed change of use from B8 to B1 with conversion of existing building to form 5 office/workshop units	Awaiting Decision	Reference	Application	Decision	164103	Claston Farm, Dormington. Erection of 2 additional broiler units on existing poultry site with associated infrastructure.	Awaiting Decision	
Reference	Application	Decision															
170048	85 Tower Hill, Dormington. Certificate of lawfulness for existing use as a dwelling for in excess of 10 years	Awaiting Decision															
162558	The Lime Kilns, Hope Springs Farm, Mordiford - Proposed change of use from B8 to B1 with conversion of existing building to form 5 office/workshop units	Awaiting Decision															
Reference	Application	Decision															
164103	Claston Farm, Dormington. Erection of 2 additional broiler units on existing poultry site with associated infrastructure.	Awaiting Decision															

Item	Minutes	Action
	<p>ii. SIDS – There was no further information regarding this.</p> <p>b) School Car Parking This was the subject of ongoing discussion between the School and Herefordshire Council. It was understood that Herefordshire Council were keen to move things forward.</p> <p>c) Highways and Footpath Issues</p> <p>i. Update on Footpath Maintenance Cllr Litchfield reported that Enviroability had undertaken a significant amount of maintenance to footpaths including installation of numerous way posts. The steps and handrail on MF4 (Wayside Cottage) will be included in the 2017/18 budget.</p> <p>ii. Parking Restrictions on Sufton Rise There had been further concerns raised by residents regarding parking on Sufton Rise with alleged tensions reported between residents of Sufton Rise and Shepherds Orchard. Cllr Hardwick had been told by Cllr Rone that there was no quick route to obtaining a TRO and the full process had to be gone through which could take two years. If the Parish Council wished to pay it could be concluded in 6/7 months, but before this decision was made the Parish Council needed to know how much the process would cost. Herefordshire Housing had indicated they were supportive of the process and residents had also indicated a willingness to contribute to costs. Cllr Hardwick would find out how much the process would cost and this would be brought back to the April meeting for discussion. It had been mentioned that the allotment parking on Shepherds Orchard may provide at least a temporary solution to the issue of visitor parking and the terms of the lease did allow this, although it was noted that parking would need to be monitored and managed so that it did not disadvantage those living in Shepherds Orchard or the users of the allotments.</p> <p>iii. Heavy Lorries using the Upper Dormington Road A resident attended the meeting to discuss the issues he had experienced with HGVs, long vehicles and wide wheeled tractors using the Upper Dormington Road and damaging the verges, bringing significant amounts of mud onto the road, which the resident had regularly had to clear. The junction with Priors Court Lane was said to be particularly dangerous, being a blind corner. It was noted that the owner of the vehicle leaving mud on the road had the responsibility to clear it up and details of registration numbers, time/date of offence etc would be useful. Signage had been suggested on the junction of Priors Court Lane and the Ledbury Road junction saying not suitable for long/high vehicles. Balfour Beatty Locality Steward had expressed reservations about this saying there was no suitable location at the junction, the HGV needing to be stopped before committing to the turn. He also noted that if signage was on the A438 then it would need to comply with the traffic regulations and formal approval would be necessary. It was agreed to start the process with Herefordshire Council Traffic Officer noting that any wording on the signage needed to be succinct. Cllr Hardwick asked to be copied into any correspondence.</p> <p>iv. SATNAV Issues at Backbury Hill, Checkley A similar issue had been reported by a resident of Checkley who said lorries were being sent down an unsuitable rural track/footpath by their satellite navigation systems. Cllr Dickson had established that the Ordnance Survey Department were now releasing data regarding unsuitable roads to SATNAV companies and it was felt that over time the systems would be updated to reflect this. The Chair would contact the Ordnance Survey Unit to ascertain if these roads had been included. Signage for this location would be included in the correspondence noted in agenda item 8cii. As the signage at this location would not be on the main road there would not be the same restrictions as the signage proposed for the Ledbury Road.</p>	<p>RD Clerk</p>

Item	Minutes	Action
9.0	<p>v. Checkley Brook As agreed at the February GPC meeting letters regarding Riparian Responsibilities had been sent to Normal Massey, Mr & Mrs Cooper and Mr Newton. No response had been received to date.</p> <p>d) Work to be carried out and any Other Issues and Updates A resident had complained about the hedge and overhanging brambles cutting down visibility opposite the entrance to Swarden Quarry. This had been reported and the hedge had been cut back. The resident still felt the brambles were causing visibility issues on the hill up to Ann's Cottage. It was not known who the fence belonged to and the Clerk was asked to ascertain if it belonged to the Sufton Estate.</p> <p>e) Update on Lengthsman and P3 Grant Total Expenditure on Lengthsman and P3 work in 2016/17 was £6,472.11 against a total grant and match funding allocation of £6,347.</p> <p>Allotments</p> <p>a) Update on Allotments One further allotment holder had withdrawn from her lease leaving only 5 allotments occupied. There had been no further enquiries. Cllr Litchfield said the response from residents had been disappointing as the allotments had been planned in response to a need expressed in the Community Led Plan.</p> <p>The tap had been replaced but had been replaced with one which did not have an automatic shut off, and could facilitate the use of a hose. The Clerk expressed concern that the tap could be left running with the resulting increase in cost but Cllr Ashton Jones did not feel that was an issue and was confident that allotment holders would be responsible in their use of the water. There had been a complaint from allotment holders on the upper part of the site that the water was too low down and the potential use of a hosepipe may help to alleviate this.</p> <p>b) To Consider Vacant Allotments Daniel Squire had been contacted and asked to trim the vacant allotments. On the current occupancy maintenance cost of the vacant allotments would be far in excess of the income. It was felt that some allotments were too large and could be cut down which may make them more attractive. It was also felt that the cost may be too high and reducing it could encourage people to take the allotments up. The Clerk suggested that maybe existing tenants were offered a free year (or part year) to encourage them to stay. It was agreed to look into the cost of similar allotments in other areas and at the same time to have another marketing drive.</p> <p>c) Update on Lease Agreement Following the last meeting the Clerk had contacted the solicitor and asked whether there was a get out clause in the lease which could be activated if the allotment project could not be made to work. David Campion had said there was no such clause and once signed the allotments would be the responsibility of the Parish council for perpetuity. If not used for allotments the area could be used for agricultural or community use, a wild flower meadow being one suggestion. The updated lease agreement and Land Registry documents had been received and Cllr Dickson took these away to review before signing and returning to the Clerk.</p> <p>d) To Approve Expenditure on Legal Fees These were not yet known</p> <p>e) To Consider any Expenditure Cllr Ashton Jones would forward the Clerk the invoice for replacement of the tap. This expenditure had been approved at a previous meeting.</p>	<p>Clerk</p> <p>RD Clerk</p> <p>J A-J</p>

Item	Minutes	Action
10.0	<p>Burial Ground and Closed Churchyard a) To Consider any Costs related to the Burial Ground and Closed Churchyard There were no costs</p>	
11.0	<p>Community Litter Pick This would be held on Saturday 8th April from 2.00 pm onwards with each Parish Councillor taking responsibility for a specific area. The Clerk was asked to contact Balfour Beatty and order 3 adult litter picking packs. Filled black bags could be left at the gravel patch by the allotments for collation. The Clerk also mentioned about the need for risk assessment to comply with the requirements of the Public Liability Insurance and Cllr Preedy said she would prepare these. This would be put in the Newsletter with Cllr Preedy's details as a contact for any members of the public wishing to be involved.</p>	Clerk
12.0	<p>2017 Parish Newsletter Cllr Ashton Jones would liaise with Cllr Dickson to complete this and get it printed as soon as possible. Facebook – Cllr Ashton Jones was thanked for her work in setting up a Facebook page which was very much appreciated and which would help to keep parishioners, particularly the younger ones, informed.</p>	RD/ JA-J
13.0	<p>To Consider Venue and Dates for Annual Parish Meetings It was agreed to hold these on 10th May at Priors Frome Chapel. Dormington at 7.00 pm and Mordiford at 7.30pm. Both to be followed by a talk and refreshments. Cllr Litchfield would contact the Herefordshire Nature Trust and invite them to come to the meeting and give a talk.</p>	JL
14.0	<p>To Note the Information Sheet (March 2017) and any other Updates Noted.</p>	
15.0	<p>To Raise Items for the next Scheduled Parish Council Meeting - None</p>	
16.0	<p>To Note Date and Time of the next Regular Meeting of the Group Parish Council Wednesday 19th April 2017 at 7.30pm at Mordiford Primary School</p>	
	<p>The meeting closed at 9.20 pm</p>	
	<p>Signed Date 19th April 2017 Chairman of Dormington and Mordiford Group Parish Council</p>	