



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Regular Meeting of the Group Parish Council held on Wednesday 15th November 2017 at 7.30pm at Priors Frome Chapel

Present

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

In attendance

Ward Cllr John Hardwick

There were 2 members of the public present

Item	Minutes	Action
1.0	To Receive Apologies for Absence – None	
2.0	Declarations of Interest a) To Receive Declarations of Interest There were no declarations of interest. b) To Consider Requests for Dispensations There were no requests for dispensation.	
3.0	To Accept minutes of the Regular Meeting of the Group Parish Council held on 18th October 2017 It was noted that Professor Ghandhi's name was incorrectly spelt. This was corrected. Resolved: With the above amendment, minutes of the meeting held on 18 th October 2017 were agreed and signed by the Chairman.	
4.0	To Confirm Requested Changes to the Minutes of the Regular Meeting of the Group Parish Council held on 20th September 2017. Cllr Litchfield had submitted a revised paragraph in relation to Agenda Item 8c iii – this had been circulated to Cllrs in advance of the meeting for approval. Resolved: With the above amendment, changes to the minutes of the meeting held on 20 th September 2017 were agreed and signed by the Chairman.	
5.0	To Consider Co-option of Craig Preedy to Mordiford Parish Council A brief resume from Craig Preedy had been circulated to Cllrs in advance of the meeting. Resolved: To Co-opt Craig Preedy onto Mordiford Parish Council. Mr Preedy signed the Acceptance of Office Form in front of the Clerk and joined the meeting from this point.	
6.0	To receive brief verbal reports from: a) Police Update The November SNT Newsletter had been circulated to all Cllrs in advance of the meeting. The following incidents were reported Tarrington – SNT are currently investigating criminal activity taking place in the area of Church Lane, Tarrington. Cllr Hardwick gave an outline of what had occurred and what action was being taken. Dormington – Theft of lawn mower from garage between 2 nd and 16 th Oct. Theft of purse from	

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9.0	<p>c) Travellers' Site DPD Consultation Document This was forwarded to all Cllrs in advance of the meeting. There were no comments</p>																								
	<p>Finance</p> <p>a) To receive a Finance Report from the RFO Bank balances: Business Current Account £11,818.36. Business Reserve account £54,311.61. Income included a VAT claim to cover the period 01/04/17 – 30/09/17 (£501.70) and Memorial Fees (£60).</p> <p>b) To Agree Payments made since October meeting No Payments had been made</p> <p>c) To Agree Payment of Outstanding Invoices</p> <table border="1"> <thead> <tr> <th data-bbox="209 860 331 934">Chq/ BACS</th> <th data-bbox="331 860 1246 934">Expenditure</th> <th data-bbox="1246 860 1433 934">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 934 331 1008">BACS</td> <td data-bbox="331 934 1246 1008">Fownhope Parish Council. Invoice 2017.1. Contribution towards bus service 458. December 2016 – August 2017.</td> <td data-bbox="1246 934 1433 1008">£126.00</td> </tr> <tr> <td data-bbox="209 1008 331 1081">BACS</td> <td data-bbox="331 1008 1246 1081">Daniel Squire invoice 74870. Grounds Maintenance at Shepherds Orchard October 2017. £30 + VAT</td> <td data-bbox="1246 1008 1433 1081">£36.00</td> </tr> <tr> <td data-bbox="209 1081 331 1155">BACS</td> <td data-bbox="331 1081 1246 1155">D C Gardening invoice 269 – 1718. Grounds Maintenance for October 2017. £200 + VAT</td> <td data-bbox="1246 1081 1433 1155">£240.00</td> </tr> <tr> <td data-bbox="209 1155 331 1184">BACS</td> <td data-bbox="331 1155 1246 1184">Weed Suppressant fabric. Protec invoice E171030 £141.66 + VAT</td> <td data-bbox="1246 1155 1433 1184">£169.99</td> </tr> <tr> <td data-bbox="209 1184 331 1214">BACS</td> <td data-bbox="331 1184 1246 1214">Pegs for Weed Suppressant Fabric. Reimbursement to Cllr Ashton Jones</td> <td data-bbox="1246 1184 1433 1214">£7.99</td> </tr> <tr> <td data-bbox="209 1214 331 1261">BACS</td> <td data-bbox="331 1214 1246 1261">Print Plus invoice 114233. October Newsletter (Via Cllr Ashton Jones)</td> <td data-bbox="1246 1214 1433 1261">£195.00</td> </tr> </tbody> </table>			Chq/ BACS	Expenditure	Amount	BACS	Fownhope Parish Council. Invoice 2017.1. Contribution towards bus service 458. December 2016 – August 2017.	£126.00	BACS	Daniel Squire invoice 74870. Grounds Maintenance at Shepherds Orchard October 2017. £30 + VAT	£36.00	BACS	D C Gardening invoice 269 – 1718. Grounds Maintenance for October 2017. £200 + VAT	£240.00	BACS	Weed Suppressant fabric. Protec invoice E171030 £141.66 + VAT	£169.99	BACS	Pegs for Weed Suppressant Fabric. Reimbursement to Cllr Ashton Jones	£7.99	BACS	Print Plus invoice 114233. October Newsletter (Via Cllr Ashton Jones)	£195.00	
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	<p>Resolved: All Payments Approved</p>			Clerk																					
	<p>d) Changes to Data Protection Regulations The Clerk noted that the new General Data Protection Regulations (GDPR) would be introduced in May 2018 and would require Parish Councils to put in place certain safeguards and controls to ensure that sensitive personal data was not mishandled or at risk. The Clerk was currently undergoing training on the requirements which would be brought back to a future meeting.</p> <p>e) To Consider renewal of contract for Grounds Maintenance in Shepherds Orchard Daniel Squire had quoted to maintain the current rate of £30 per month for work at Shepherds Orchard Community Orchard from March until the end of October to include spraying. £50.00 to prune annually and remove waste. Strimming of vacant allotments £20 per plot as required.</p> <p>Cllr Litchfield did not feel that the trees needed pruning and was willing to do what was needed himself. Cllr Litchfield stated that the tree guards had been damaged, he didn't know if this was by animals or as a result of strimming. He would arrange for these to be replaced. It was also felt that the Community area on the allotment site needed mowing and not strimming.</p> <p>The Clerk was asked to go back to Daniel Squire with these comments.</p>			JL Clerk																					

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10.0	<p>Highways, Footpaths and Commons</p> <p>a) Mordiford Traffic/Pedestrian Safety Proposals</p> <p>i) To Consider Proposals for Picket Fences</p> <p>Since Cllr Lloyd's meeting with Rob Hemblade of Balfour Beatty the proposals had moved into Balfour Beatty's commercial area for comment. It was noted that the Commercial Unit were awaiting further quotes and information was not yet available.</p> <p>ii) To Consider Cost of Pedestrian Guard Rail Outside Mordiford School</p> <p>Balfour Beatty had reported that the installation of bollards and a guard rail would cost in the region of £3,800 and they had no funding to cover this work. A discussion took place as to whether the proposed work to the footpath and other parking solutions would negate the need for a footpath thus making these bollards redundant, but it was noted that the lead time for the parking work would be in the region of 12/18 months and the bollards would enhance safety for the pedestrians and children during that time.</p> <p>Cllr Dickson proposed that the Parish Council fund the purchase and installation of the bollards and this was agreed.</p> <p>The Clerk was asked to contact Balfour Beatty to ask for advice and to obtain technical specifications for the work and then to obtain 3 quotations for the work, reliant on the fact that these could be actioned within a short length of time. The Clerk was also asked to contact Balfour Beatty to confirm who would own and be responsible for the railings if it was paid for by the Parish Council, and if this would differ depending on the contractor used.</p> <p>ii) Update on Residents Parking Issues – Cllr Dickson confirmed that he had written to the resident concerned and had also had a conversation with her regarding the parking issues. Cllr Dickson confirmed there was no more that needed to be done.</p> <p>b) To Consider Proposals for School Car Parking</p> <p>Cllr Hardwick updated the meeting about the current position regarding the school car parking. More information would be brought to a future meeting.</p> <p>c) Highways and Footpath Issues</p> <p>i) Update on Footpath Maintenance</p> <p>Cllr Litchfield reported that there had been no further maintenance carried out and there were no new issues. A resident had asked if it would be possible to have a tarmac/gravel path running through the Moon Caravan Park. Cllr Litchfield felt this would not be feasible as it set a precedent and as it was on their land The Moon would need to be made responsible.</p> <p>ii) Update on Checkley Brook</p> <p>Cllr Dickson noted that to install the posts, chain links etc would cost in the region of £75. The posts would be installed with spikes in the ground so that they were easy to maintain.</p> <p>Resolved: To carry out the work as proposed</p> <p>iii) Update on Loop Walk at Checkley</p> <p>Cllr Litchfield reported there was nothing further to report and this would be taken off the agenda.</p> <p>iv) Wye Valley Challenge</p> <p>The charity fund raising event was to take place on 11th/12th August 2018 and would include 2,000–4,000 participants walking and running from Chepstow to Hereford over a period of 48 hours. The Parish Council had been approached with a request to support this event by identifying a patch of land that could be used for a Rest Station, First Aid point etc. Cllr Litchfield had met with the organisers and had agreed that they could use his paddock and a neighbour had agreed that portaloos could be placed on his land. Cllr Litchfield noted that there would now be no need for specific Parish Council involvement but nearer the date it would be necessary to alert local residents of the event which was following the line of the Wye Valley Walk.</p>	<p>Clerk</p> <p>RD</p>

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	<p>d) Work to be carried out and any Other Issues and Updates Cllr Wood highlighted an issue with mud on the Upper Dormington Road. The person who owned the land had put in a new entrance which had involved removing the hedge and this had resulted in a lot of mud being deposited on the road. Cllr Wood had visited the owner of the field who had said the contractors were to blame. Cllr Hardwick noted that Planning Team were now involved and suggested the Clerk email Mark Tansley, Head of Enforcement, highlighting the spoil coming out from the entrance, posing a hazard to road users.</p> <p>Concern was raised about the condition of the surface at the corner of the Dormington Road, from the school to the junction. It was felt this was a result of the work currently being done by BT to transfer services to the new box on Mordiford Green. The Clerk was asked to report it. CAS-655179-B1W2M3</p> <p>The white lines in Sufton Lane needed renewing and the Clerk was asked to report these although it was noted that this would probably not be a priority for Balfour Beatty and it may take some time to action. CAS-655180-T6Q9J7</p> <p>There were a number of potholes and road defects along Sufton Lane. These would be reported. CAS-655181-D2K0G8</p> <p>There were a number of trees in Sufton Lane which were overhanging the road and touching the power lines. The Clerk would contact the Sufton Estate to ascertain ownership of the adjoining land and to request that these be attended to. Balfour Beatty would also be contacted to ask if they could inspect the area.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
11.0	<p>Allotments</p> <p>a) Update on Allotments Cllr Ashton reported that weed suppressant fabric has been laid on one plot. There was some fabric left and new pegs had been purchased so that it could be laid on another vacant allotment. It was agreed to see how effective this was and how much more would be needed to cover the remaining vacant allotments. The Communal Area had been strimmed regularly, but Cllrs requested that it was mowed not strimmed. The Clerk would contact Danial Squire with this request.</p> <p>b) Update on Lease Agreement There was no further update.</p> <p>c) To Approve Expenditure on Legal Fees These were not yet known</p> <p>d) To Consider any Expenditure Daniel Squire had submitted a quotation to remove brambles from allotment number 10 - £100 + VAT. Resolved: To accept the quote and ask Daniel Squire to carry out this work</p>	<p>Clerk</p> <p>Clerk</p>
12.0	<p>Mordiford Burial Ground and Closed Churchyard</p> <p>a) To Consider any Costs related to the Burial Ground and Closed Churchyard There was no expenditure</p>	
13.0	<p>Mordiford Green</p> <p>a) Update on the Little Green Hut A proposal had been received from Marjorie Shackleton to engage the children and staff of Mordiford School, the Parish Council and locals in a collaborative project to create an outdoor installation in honour of the Mordiford Dragon. One idea put forward was a large cut out dragon shape covered by a collage of drawings of dragons created by the children, which would then be installed on the Green. It was agreed that more information was needed before any decision could be taken as to whether to support this. The Clerk also cautioned about any liability issues that may come up.</p>	<p>Clerk</p>

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	<p>b) To approve any expenditure There was no expenditure</p>	
14.0	<p>Update on Dormington Play Area An update had been received from Balfour Beatty noting that the Playground Inspector had said that the area had been closed and would remain so until further funding was made available. A job had been raised to have the tactile paving cleaned and restored, but after re-inspection the paving had proved to be not fit for purpose and Balfour Beatty had decided that the play area should remain closed. It was noted that when the Maltings development had been built the play area would have been put in by the developer who would have committed a sum of money for its maintenance over a certain period of time. Herefordshire Council now had responsibility for the maintenance and upkeep of the play area through Balfour Beatty. If there was no funding available either the Parish Council would need to fund it or the residents themselves would be required to contribute. The Clerk noted that there had not yet been a clear indication as to whether the residents wished for the Play Area to remain and there was also the issue of ongoing liability to consider. It was agreed that the Clerk would contact Balfour Beatty and request an indication of the timescale involved before moving forward.</p>	Clerk
15.0	<p>Tree Warden Update Cllr Dickson had not yet been able to contact Jo Kippax to ascertain whether she would be willing to continue with this role.</p>	
16.0	<p>To Note the Information Sheet (November 2017) and any other Updates The Information Sheet was noted. Cllr Dickson asked Cllrs to forward any comments they may have to the Clerk in advance of the next meeting rather than bring them to the meeting where they were not so easy to deal with. There were no further updates.</p>	
17.0	<p>To Raise Items for the next Scheduled Parish Council Meeting There were no items</p>	
18.0	<p>To Note Date and Time of the next Regular Meeting of the Group Parish Council Wednesday 17th January 2018 at 7.30pm at Priors Frome Chapel. Note there would be no meeting in December.</p> <p>The meeting closed at 9.30 pm</p> <p>Signed Date 17th January 2018 Chairman of Dormington and Mordiford Group Parish Council</p>	