



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



### Minutes of the Regular Meeting of the Group Parish Council held on Wednesday 17<sup>th</sup> October 2018 at 7.30pm at Priors Frome Chapel

#### Present

CLLrs David Lloyd (Chair), Mel Preedy (Vice Chair), John Litchfield, Craig Preedy and John Wood  
CLlr Neil Bagley (from item 8)

Chris Bucknell (Parish Clerk)

#### In attendance

2 Members of the Public

Item	Minutes	Action
1.0	<b>To Receive Apologies for Absence</b> – Cllr Ray Dickson, Cllr John Hardwick	
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 Parish Council held on 19<sup>th</sup> September 2018</b> <b>Resolved:</b> The minutes were accepted and signed by the Chair	
4.0	<b>To Consider Co-option of Neil Bagley onto Parish Council</b> This item was deferred until Neil Bagley was present.	
5.0	<b>To receive brief verbal reports:</b> <b>a) Police Update:</b> There was no update. It was agreed to remove this from future agendas. Cllr Cotton suggested an RSS feed on the website would be beneficial. <b>b) Neighbourhood Watch:</b> As agreed at the last meeting, CLLrs had spoken to Brian Dukes about the potential to rebuild the group, but he felt this was not something he could commit to at this time. It was agreed to put something in the next Parish Newsletter and Cllr Craig Preedy agreed to investigate the best way forward, to include a questionnaire on the website and on Facebook. <b>c) Ward Member – Councillor Hardwick</b> Cllr Hardwick was not at the meeting and there was no report.	CP
6.0	<b>Public Participation Session</b> There were no comments.	

Item	Minutes		Action
7.0	<b>To Consider Planning Matters</b>		
	<b>a) To Consider any Planning Applications</b>		
	<b>Reference</b>	<b>Application</b>	
	183420	The Chestnuts, Checkley, HR1 4ND Proposed Studio/Home Office	
	The above Planning Application was received in between meetings. The Parish Council had no objections and a comment had been submitted to that effect.		
	<b>Reference</b>	<b>Application</b>	
	183288	Ann's Cottage, Checkley, HR1 4NA Proposed erection of tennis court and fence	
	183593	Woodbine Cottage, Checkley, HR1 4NA Conversion and extension of store room to form residential accommodation	
	<b>Resolved:</b> Councillors would visit the above sites and comments would be agreed by email in between meetings.		
	<b>b) To Note any Decisions/Notifications Received</b>		
	<b>Reference</b>	<b>Application</b>	<b>Decision</b>
	182630	13 Sufton Rise Mordiford - Proposed first floor extension and alterations.	Approved with Conditions
182452	The Pound, Mordiford – proposed extension and alteration to existing dwelling	Awaiting Decision	
174556	Pump Orchard, Priors Frome. Amended Application Construction of 2 houses with garaging.	Approved with Conditions	
174463	The Barn, Prospect Field, Upper Dormington. 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	
<b>c) To Consider Other Planning Issues and Updates</b>			
<b>Reference</b>	<b>Application</b>		
180403	21 The Maltings, Dormington. Retention of residential use of former converted carport for ancillary accommodation and retention of the non-material conversion works required to be reversed by Enforcement Notice.		
It was expected this would go to the next meeting of the Planning Committee. There was no further information at this stage.			
<b>Reference</b>	<b>Application</b>		
182452	The Pound, Mordiford – proposed extension and alteration to existing dwelling		
Parish Councillors had visited the site prior to the July meeting and it was noted that the residents had built what appeared to be a dwelling in an old barn - which it was felt constituted a conversion which was not part of the application and Councillors felt this should be looked into. The Clerk reported this to the Enforcement Officer who had visited the site and reported that in his view the barn had not been altered and remained a barn with no change of use. He also stated a long-standing concrete block lean-to adjacent to the barn had been clad in timber by the current occupiers to match the barn material. Given their observations the Planning Enforcement Officer felt that there had been no breach of planning.			

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	<p>Councillors felt that this report did not align with what they had observed on their visit, which included an agricultural building altered to include a modern front door and windows, which was clearly being used as a residential dwelling. There appeared to also be a washroom to the rear of the bungalow. The Clerk was asked to go back to the Planning Enforcement Team and check that the property they had visited was correct as their views did not represent what Councillors felt to be the case in terms of the development and breach of planning.</p> <p><b>4.0 To Consider Co-option of Neil Bagley onto Parish Council</b> Neil Bagley joined the meeting at this point.</p> <p><b>Resolved:</b> To Co-opt Neil Bagley onto Mordiford Parish Council.</p> <p>Cllr Bagley signed the Declaration of Acceptance of Office in front of the Clerk and joined the meeting.</p> <p><b>8.0 Finance</b></p> <p><b>a) To receive a Finance Report from the RFO</b> <b>Bank balances:</b> Business Current Account £23,729.25. Business Reserve account £54,335.97. Income included Part 2 Precept £11,222.50 and Allotment Fees £10.00</p> <p><b>b) To Agree Payments made since July meeting</b></p> <table border="1" data-bbox="225 875 1449 1021"> <thead> <tr> <th>Chq/ BACS</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>BACS</td> <td>Eyelid Productions invoice 2056. Development of website. Approved at July GPC Meeting</td> <td>£500.00</td> </tr> </tbody> </table> <p><b>c) To Agree Payment of Outstanding Invoices</b></p> <table border="1" data-bbox="225 1070 1449 1514"> <thead> <tr> <th>Chq/ BACS</th> <th>Expenditure</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>BACS</td> <td>Clerks Expenses Qtr 2 as per Expenses Sheet</td> <td>£59.00</td> </tr> <tr> <td>BACS</td> <td>Priors Frome Chapel invoice 20. Use of room for GPC Meeting September</td> <td>£20.00</td> </tr> <tr> <td>BACS</td> <td>Priors Frome invoice 21. Use of Room for GPC Meeting October</td> <td>£20.00</td> </tr> <tr> <td>BACS</td> <td>50% of net cost of Clerk's SLCC Training Seminar Invoice 126645</td> <td>£37.50</td> </tr> <tr> <td>BACS</td> <td>Fownhope Parish Council invoice 2018/19-1. Contribution towards bus service 458 February 2018 – September 2018</td> <td>£112.00</td> </tr> <tr> <td>BACS</td> <td>Daniel Squire invoice 75309 Grounds Maintenance of Shepherds Orchard September £65 + VAT</td> <td>£78.00</td> </tr> <tr> <td>BACS</td> <td>Parish Newsletter PIP Printing Invoice 67328.</td> <td>£178.23</td> </tr> <tr> <td>BACS</td> <td>Priors Frome invoice 21. Use of Room for GPC Meeting October</td> <td>£20.00</td> </tr> </tbody> </table> <p><b>Resolved:</b> All Payments Approved</p> <p><b>d) Update on 2019-20 Budget and Precept Setting</b> The Finance Group had met in advance of the GPC meeting to consider the budget and precept for 2019/20. The aim being to retain the precept at the current level if at all possible. A summary of the budget and proposals would be circulated in advance of the November meeting where it would be discussed and approved.</p> <p><b>e) To Consider Grounds Maintenance Contracts for 2019 and 2020</b> Following the September meeting DC Gardening were asked to supply proposals, including the cutting of the hedge between the Burial Ground and the Caravan Park (burial ground side and top only). The following proposal was received</p> <p><b>Mordiford Churchyard and Burial Ground</b> - Based on 8 cuts between March and November (weather permitting). <b>£200.00 plus VAT @ 20% per cut.</b> (this was the same cost as in 2018/19)</p>	Chq/ BACS	Expenditure	Amount	BACS	Eyelid Productions invoice 2056. Development of website. Approved at July GPC Meeting	£500.00	Chq/ BACS	Expenditure	Amount	BACS	Clerks Expenses Qtr 2 as per Expenses Sheet	£59.00	BACS	Priors Frome Chapel invoice 20. Use of room for GPC Meeting September	£20.00	BACS	Priors Frome invoice 21. Use of Room for GPC Meeting October	£20.00	BACS	50% of net cost of Clerk's SLCC Training Seminar Invoice 126645	£37.50	BACS	Fownhope Parish Council invoice 2018/19-1. Contribution towards bus service 458 February 2018 – September 2018	£112.00	BACS	Daniel Squire invoice 75309 Grounds Maintenance of Shepherds Orchard September £65 + VAT	£78.00	BACS	Parish Newsletter PIP Printing Invoice 67328.	£178.23	BACS	Priors Frome invoice 21. Use of Room for GPC Meeting October	£20.00	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p><b>Hedge between the Burial Ground and the Caravan Park, and hedge at top end of the Burial Ground and brambles overhanging the railings on the right-hand side</b> – Based on 2 cuts per year (early July and again in the winter months) and removal of the clippings. <b>£90.00 plus VAT @ 20% per cut.</b></p> <p><b>Resolved:</b> To accept these proposals for 2019 and 2020</p>	Clerk
9.0	<p><b>Update on GDPR Schedule and Audit</b> The Privacy Notice, Subject Access Form and Subject Rights documentation had now been finalized and would be placed on the website.</p> <p>It was agreed that the Clerk should book an IT Security Audit and also request the paper-based audit with Microshade.</p>	CP Clerk
10.0	<p><b>Highways, Footpaths and Commons</b></p> <p><b>a) Consultation on the Suitability of the Existing National Speed Limit on the C1292 between Dormington and Mordiford</b> Following the September meeting responses had been agreed and sent to ADL Traffic and Highways Engineering Ltd who had subsequently confirmed all consultees had supported the recommendation to extend the existing 30 mph speed limit to the north, east and south of the village (Dormington, Woolhope and Fownhope roads).</p> <p>They had now initiated the preliminary consultation in respect of the TRO to allow this to be enforced. Responses were due by 9<sup>th</sup> November and Cllr Lloyd agreed to respond to this on behalf of the Group Parish Council. It was noted that unless the proposals got support from the Police they would not progress.</p> <p>Cllr Preedy spoke of the recent accident at the end of Longworth Lane, caused by vehicle speed and poor visibility and suggested that there should be an illuminated sign before the cross roads.</p> <p><b>b) Mordiford Traffic/Pedestrian Safety Proposals</b></p> <p><b>i) To Consider Proposals for Picket Fences</b> There was no further information at this stage.</p> <p><b>ii) To Consider Safety Measures outside Mordiford School</b> It was noted the white markings outside Mordiford School had helped to ease the traffic situation and should be retained as part of the TRO.</p> <p><b>c) To Consider Proposals for School Car Parking</b> No further information was known at this stage.</p> <p><b>Resolved:</b> To put together a Working Group, to include Cllr Lloyd, Cllr Craig Preedy and Cllr Wood to look at all the options and put together costed proposals which could be brought to the next meeting for consideration.</p> <p>Cllr Preedy suggested a poll on Social Media which could both ask residents for suggestions and judge public feeling about the various options.</p> <p><b>d) Highways and Footpath Issues</b></p> <p><b>i) Update on Footpath Maintenance</b> Cllr Litchfield reported that maintenance had to be postponed due to the recent bad weather but Backbury Hill, Checkley Barn and the Pentaloë would be cut back as soon as possible. There was also ongoing work on gates and stiles. Cllr Dickson had reported that there was a gate/fence which had been knocked over on Backbury Hill and Cllr Litchfield would look into this.</p> <p>The gate in Dormington had now been restored having been knocked down by a vehicle. Cllr Litchfield also reported that he was monitoring the ditch crossing as it may need maintenance or replacement.</p>	DL DL DL/CP/JW JL

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	<p><b>ii) Update on Identifying and Managing Pothole Work</b> Cllr Dickson was not in attendance at the meeting and there was no further update.</p> <p><b>e) Work to be carried out and any Other Issues and Updates</b></p> <p><b>i) Grit Bins</b> Cllr Mel Preedy had put together a map showing the locations of the various grit bins. It was thought there were still some to be identified in Mordiford village and in Hough Wood. Cllr Mel Preedy would circulate the latest map and Cllrs were asked to input into the locations of any other grit bins. The bin at The Bungalows in Sufton Lane and at Shepherds Orchard were the responsibility of the relevant Housing Associations. Cllr Preedy said the map would be placed on the website.</p> <p>The Clerk reported that Balfour Beatty would only fill those bins which belonged to them, but it was unclear which these were. D C Gardening could also fill bins, but this would require the GPC to purchase the grit and to store it somewhere until it was needed.</p> <p><b>ii) Pentaloe Brook</b> Cllr Litchfield said the Rural Hub were currently raising awareness of how special the Pentaloe was to the local area, as part of the Wye and Usk Foundation work on the health of rivers and streams. Cllr Litchfield explained that the GPC had responsibility for maintaining the roadside verge of a stretch of the Brook from the Mordiford telephone kiosk upstream for approx.100m and he had spoken to Mike Williams of the Wye and Usk Foundation and to Alan Green, Principal Landowner along the Pentlae. It was suggested that Mike Williams be asked along to talk to the GPC about their findings and Cllr Litchfield agreed to organise this for a future meeting.</p> <p><b>iii) Overhanging Trees in Sufton Lane</b> These were causing a problem as they were interfering with the Openreach cables, branches were falling into the road and there was disruption to the internet service in that area. The Clerk had been in touch with BT who had said they did not carry out tree work and the Sufton Estate were unwilling to do the work in case they were held liable for any damage to the cables. Cllr Craig Preedy agreed to contact Sharon Gibson at BT Openreach to see if the issue could be progressed.</p>	<p>MP</p> <p>CP</p> <p>JL</p> <p>CP</p>
11.0	<p><b>Allotments</b></p>	
	<p><b>a) To Consider Installation of Additional Water Pipe</b> Cllr Mel Preedy proposed that this work be left until the Spring.</p>	
12.0	<p><b>Government Shale Gas Exploration and Production Planning Consultations</b> The consultation paper prepared by Cllr Mel Preedy and Cllr Cotton had been circulated to all Cllrs and it was agreed to submit this without further changes. Thanks were given to Cllr Preedy and Cllr Cotton for their work in putting this together.</p> <p>Cllr Cotton noted that this was only one of two consultations and that there was a further one covering National Infrastructure which needed to be addressed in conjunction with Herefordshire Council. It was agreed that Cllr Cotton should contact Herefordshire Council to take this forward.</p>	<p>Clerk</p> <p>JC</p>
13.0	<p><b>Social Media and Other Parish Council Communications</b></p> <p><b>a) Parish Council Website</b> Cllr Craig Preedy gave an update on the current website, saying there was still work to do and some aspects of it needed to be changed and updated. There were currently not many people signed up to receive updates and newsletters but it was hoped this would change.</p> <p><b>b) Parish Noticeboards</b> Cllr Bagley had been to look at the noticeboard at Priors Frome which was in particularly bad repair and would bring back suggestions to the November meeting. The Clerk also noted that the undergrowth needed cutting back around the noticeboard as it was getting very difficult to post information.</p>	<p>NB</p>

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	<p><b>c) To Consider Format and Use of Facebook</b>  Cllr Craig Preedy reported that the use of Facebook had increased. There were now two sections, a Facebook Page where information could be posted and a Facebook Group where people could interact. Usage had improved by around 12/15% over the past two months and Cllr Craig Preedy suggested that the GPC could pay Facebook to boost certain posts to achieve an even greater reach.</p> <p><b>d) To Consider Advertising Commercial Businesses in Parish Newsletter</b>  It was suggested that £50 for an advertisement to be included in 3 or 4 editions of the newsletter would be realistic but it was thought that other Parishes should be contacted to see how much they charged. Cllr Mel Preedy would contact Fownhope and other parishes and report back to the November meeting.</p> <p><b>14.0 High Speed Fibre Broadband for Shepherds Orchards, Bagpipers and Hope Springs</b>  Cllr Hardwick had reported that the contract with Airband had now been signed and maps could be found on the Fastershire site or by contacting Airband directly.</p> <p><b>15.0 To Note the Information Sheet (October 2018) and any other Updates</b>  The Information Sheet was noted.</p> <p><b>16.0 To Raise Items for the next Scheduled Parish Council Meeting (No discussion)</b>  Dog Bins.</p> <p><b>17.0 To Note Date and Time of the next Regular Meeting of the Group Parish Council</b>  Wednesday 21<sup>st</sup> November 2018 at 7.30pm at Priors Frome Chapel  The meeting closed at 8.55 pm</p> <p>Signed ..... Date 21<sup>st</sup> November 2018  Chairman of Dormington and Mordiford Group Parish Council</p>	<b>MP</b>