



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Regular Meeting of the Group Parish Council held on Wednesday 16th January 2019 at 7.30pm at Priors Frome Chapel

Present

Cllrs David Lloyd (Chair), Mel Preedy (Vice Chair), Neil Bagley, Julia Cotton, Ray Dickson, John Litchfield and Craig Preedy

In attendance

Chris Bucknell (Parish Clerk)

0 Members of the Public

Item	Minutes	Action						
1.0	To Receive Apologies for Absence – Ward Cllr John Hardwick							
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 Parish Council held on 21ST November 2018 Resolved: The minutes were accepted and signed by the Chair							
4.0	To receive brief verbal reports: a) Ward Member – Cllr Hardwick Cllr Hardwick was not present but had sent a short report which was read out. The application for school parking had been submitted and would soon be available on Herefordshire Council Planning website. Cllr Hardwick had not seen the final application prior to submission and therefore was unable to make any further comment at this stage. A second Parish Council Summit was to be held at the Shire Hall on 24 th January 2019. The Clerk confirmed all Councillors had been circulated with the details. Cllr Hardwick reported that two experienced and valued Senior Planning Officers left the council in December; Ed Thomas & Rolland Close. Kelly Gibbons had now been promoted to Head of Major Application Team. There were to be other internal promotions within the department and additional interviews would be held shortly.							
5.0	Public Participation Session There were no members of the public present.							
6.0	To Consider Planning Matters a) To Note any Planning Applications Received between Meetings The following Planning Applications were received and commented on between meetings.							
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	b) To Consider New Planning Applications			
	Reference	Application		
	184473	Church Field, Dormington – residential development consisting of pair of semi-detached houses and a bungalow		
	<p>It was noted that the residents were pleased that the developer had listened to their concerns and had amended the application accordingly. The only concern was future development of the site which it was agreed was not a material planning concern and could not be commented on at this stage.</p>			Clerk
	<p>Resolved: To support the application noting that impact on the BMV, the best and most versatile use of the land which was grade 2 prime agricultural land.</p>			
	Reference	Application		
	184530	Backbury House, 8 The Maltings, Dormington – proposed 2 storey extension		
	<p>Resolved: To support the application</p>			Clerk
	c) To Note any Decisions/Notifications Received			
	Reference	Application		Decision
	184132	Claston Farm West – conversion of existing building to dwelling and office.		Awaiting Decision
	181721	3 Sufton Lane, Mordiford – proposed first floor extension.		Awaiting Decision
	183593	Woodbine Cottage, Checkley, HR1 4NA Conversion and extension of store room to form residential accommodation.		Approved with Conditions
	183089	Paddock in Walk Orchard, Dormington – shed for electricity supply and dry storage for horticultural greenhouse		Awaiting Decision
	183914	Pye Cottage, Dormington HR1 4EF – single storey extension to rear elevation		Approved with Conditions
183288	Ann’s Cottage, Checkley, HR1 4NA Proposed erection of tennis court and fence	Approved with Conditions		
183830	Opposite Garlands Lodge, Mordiford - Tree works	Approved		
183999	Land Adjacent To Stoneleigh, Mordiford – Application for the approval of details reserved by conditions 3 4 6 10 & 13 attached to planning permission 172120	Awaiting Decision		
183420	The Chestnuts, Checkley, HR1 4ND Proposed Studio/Home Office	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.	Refused		

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7.0	<p>d) To Consider Other Planning Issues and Updates</p>																				
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	<p>The case will now be reviewed on the January Planning Meeting which would take place on Wednesday 23rd January. The Parish Council had been offered an opportunity to speak at the meeting and Cllr Lloyd confirmed he would attend and speak.</p>																				
	<p>7.0 Finance</p>																				
	<p>a) To receive a Finance Report from the RFO</p>																				
	<p>Bank balances (as of 11/01/19): Business Current Account ££22,345.32. Business Reserve account £54,363.29</p>																				
	<p>c) To Agree Payments made since November meeting</p>																				
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<p>Resolved: Payments approved</p>																					
8.0	<p>Highways, Footpaths and Commons</p>	Clerk																			
	<p>a) Mordiford Traffic/Pedestrian Safety Proposals</p>																				
	<p>i) To Consider Safety Measures Outside Mordiford School</p> <p>As mentioned in Cllr Hardwick's report the plan for off road parking had been submitted for approval. This would be covered by Section 106 funding. Rev Chris Moore had indicated that he wished to meet with the Parish Council to discuss the parking proposals and to build a stronger working relationship between the Parish Council and the School. This was welcomed and the Clerk asked to contact Rev Moore to discuss a date/method for the meeting.</p>																				

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	<p>b) Highways and Footpath Issues As agreed, any decisions on the installation of picket fences would be left until the 30mph limit had been approved; the current timescale being Spring/early Summer. At this stage it was expected that the 30mph limit would be moved further out which would affect the location of the picket fences.</p> <p>Speed Indicator Devices The installation of a SID on the Dormington to Mordiford road was discussed although it was noted that a SID could not be installed on a road with no speed limit. Warning signs which indicated that speed was inappropriate for the road conditions were considered but it was felt that this could not be taken forward at this stage. A toolkit containing costs had been mailed out to all Councillors.</p> <p>It was noted that the SID outside the school was not working correctly and it was unknown whose responsibility this was. The Clerk was asked to report it to the Highways Team.</p> <p>The road closure on the Dormington Mordiford Road was mentioned and the Clerk was asked to get more details of this.</p> <p>i) Update on Footpath Maintenance Cllr Litchfield noted that there were no reported problems and there was no work planned for January. A Waypost and Signpost would be installed in February. The issue with the ditch crossing on FWB1A had been reported to Fownhope Parish Council (as requested at the November meeting) and Cllr Litchfield confirmed this had now been logged for attention.</p> <p>The Sufton Lane Road sign still had not been repaired despite repeated requests to Daniel Squire.</p> <p>It was noted that the Fingerpost sign at the end of Sufton Lane, which pointed to Old Sufton, was covered in undergrowth and Cllr Litchfield said he would attend to this.</p> <p>ii) Issue with Security Lights on Dormington/Mordiford Road A badly angled light was causing issues for vehicles. Cllr Bagley said he would speak to the resident. It was also noted that on the Hereford to Hampton Bishop road, by the Bunch of Carrots the red brick building had a light which was also affecting oncoming traffic. The Clerk said she would report this to Hampton Bishop Parish Council.</p> <p>iii) Update on Identifying and Managing Pothole Work Cllr Dickson was looking into this with Manny Smith of Balfour Beatty. A report of potholes that were in scope for repair by D C Gardening would be forwarded to the Clerk. The Clerk said that Wellington Parish Council had recently purchased a significant amount of Viatex for pothole work and if appropriate DMGPC could purchase some of this at net value rather than purchasing some themselves as it had a limited life; this would, of course, depend on the number of potholes and the amount of material needed.</p> <p>c) Commons</p> <p>i) Issues with the Quarry Area on Upper Dormington Lane The area of Common Land belonging to the Foley Estate had been fenced off, stopping residents who wish to walk on the Common from parking there. It was unknown if the owner had a right to stop people parking on the land and it was agreed the Clerk would look into this with reference to the CROW Act 2000.</p> <p>d) Work to be carried out and any Other Issues and Updates</p> <p>i) Dog Bins There was still an issue with dog bags being left on the bridleway next to Dormington Church. Cllr Preedy proposed the Parish Council should purchase dog bins and pay for them to be</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JL</p> <p>NB</p> <p>Clerk</p> <p>RD</p> <p>Clerk</p> <p>CP</p>

Item	Minutes	Action
	<p>emptied as they do in other parishes. The details from Holmer and Shelwick Parish had been circulated to Councillors and this will be followed up.</p> <p>Other Issues</p> <p>Grit Bins - A resident of Pentaloe Close had complained that their grit bin had not been filled. On contacting Balfour Beatty it had been discovered that this was not a HC asset and the Parish Council would need to arrange to have it filled themselves. It was not clear how this could be done, and the Clerk was asked to contact Balfour Beatty to ask if they could fill it and invoice the Parish Council, or if they had any suggestions of a contractor who could do this.</p> <p>The Clerk was also asked to contact Herefordshire Housing and West Mercia Housing about the grit bins at The Bungalows, Sufton Lane and Shepherds Orchard.</p> <p>Rubbish by Malvern View - It was noted that there was habitually rubbish being left against the railings outside the new development at Malvern View. The Clerk was asked to report this to Bartestree and Lugwardine Parish Council.</p> <p>There was an issue with people using the Dormington Church parking area to leave their cars while they went walking. It was not felt that this was anything the Parish Council could address, and it would be referred back to the Church.</p> <p>Residents had complained about the siting of the Portaloo outside Dormington Church. It was agreed this needed to be addressed by the Church rather than the Parish Council.</p>	<p></p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
9.0	<p>GDPR Update</p> <p>a) To Consider Acton Points from Microshade Audit Report</p> <p>Contractors needed to be sent the GDPR permission slip to complete. Apart from that Cllr Craig Preedy confirmed all actions were up to date.</p>	<p>Clerk</p>
10.0	<p>Mordiford Burial Ground</p> <p>Cllr Litchfield had identified a trip hazard from a root which was on the path going up to the Burial Ground. The Clerk was asked to contact D C Gardening to ask them to cut it out.</p> <p>The Clerk reported to the meeting about the closed Churchyard Gates which had recently been repaired. The contractor had been asked to send the invoice to the Parish Council but the Clerk confirmed that the GPC had no responsibility for structural repairs and had spoken to Rev Moore who referred the matter back to the Church Wardens.</p>	<p>Clerk</p>
11.0	<p>Maltings Shared Area</p> <p>Cllr Cotton reported that she had forwarded Ms K Diamond (DCAT), the Herefordshire Council Open Spaces grant funding application – however, she'd explained that it covered only purchase of tools and equipment to enable the Council to handover the upkeep, rather than fund maintenance.</p> <p>After a site visit with Ms K Diamond, it was felt the original landscaped concept was outdated; many of the plants needed to be taken out and the area grassed over reducing both maintenance and associated costs. It was suggested that this was something the Parish Council could fund but there was a need for DCAT to find out what the local residents wanted, perhaps by placing a survey to Maltings occupants or in the Church Magazine. Once consensus had been determined, a representative of the group could be asked to come to a Parish Council meeting to discuss the options. Once the wishes of the residents were known the Parish Council would consider the options.</p>	

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12.0	<p>Allotments</p> <p>a) To Consider Quotes for Extension to Water Pipe Level Plumbing at Fownhope had been asked for a quotation to extend the water pipe to the top of the allotments but, although they could undertake the plumbing work, they could not dig the trench that would be required before the extension could be fitted. Cllr Mel Preedy would ask Enviroability for a quotation to dig the trench and this would be brought back to the February meeting.</p> <p>b) To Approve Expenditure on Repair of Water Pipe This work had been carried out and the expenditure approved under item 7c</p> <p>c) To Consider Transfer of Ownership from West Mercia Housing to DMGPC David Campion, solicitor from Humfrys and Symonds, had recently been in touch with the Clerk. The original plan to transfer the allotment land to DMGPC in 2017 did not progress as the solicitor acting for West Mercia Homes Ltd was without instructions from the company. David Campion had now heard from the solicitor who was in a position to complete the transaction. There had been an intervening transfer of a small piece of the site to Welsh Water in April 2018. A document had been provided with all the relevant information and David Campion now wanted to know if the GPC wished to proceed with the transfer. Resolved: To proceed with the transfer of the land from West Mercia Housing to DMGPC Resolved: Cllr Mel Preedy to review allotment insurance to ensure all liability issues are covered.</p>	<p>MP</p> <p>Clerk</p> <p>MP</p>
13.0	<p>Social Media and Other Parish Council Communications</p> <p>a) Parish Council Website and Operation London Bridge Cllr Craig Preedy reported that Google Analytics were now in place and he would monitor usage of the website. Vision ICT, who hosted the website, had contacted the PC about Operation London Bridge, which laid out the protocols that Parish Councils would be required to follow when the Queen passed on. One of the actions was the home page of the website being over written with a black page carrying a portrait of HM Queen, with a tab link to the normal home page. The website could be restored to normal the day after the Queen's funeral. The Parish Council had been asked if it wished to consider this. Resolved: To put in place the protocols required for Operation London Bridge</p> <p>b) Update on Parish Noticeboards Following the November meeting Cllr Bagley had visited the noticeboard at Priors Frome but had been unable to work on it. It was felt the noticeboard needed significant work, or replacment, and Cllr Bagley agreed to contact Morgans to get a price for installation of a new noticeboard. It was also felt the noticeboard needed to be relocated so that it was easier to place and view notices. The noticeboard at Pentaloë Green, which was used by walkers, needed new Perspex or safety glass. Cllr Bagley agreed to look into this and report back.</p> <p>c) To Consider Advertising Commercial Businesses in Parish Newsletter There had been no response to the query about whether there should be back copies of The Beneficial on the website and no requests to advertise in the newsletter. This item would be removed from the agenda.</p> <p>d) To Consider Costed Proposal for Promotion of Facebook and any other Expenditure Cllr Craig Preedy gave an update on the structure of the Facebook page which consisted of a regular page and a group page, saying that there needed to be more community news on</p>	<p>Clerk</p> <p>NB</p> <p>NB</p>

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	<p>Facebook in order to encourage take up from residents. Cllr Preedy would send out a costed proposal for promotion of the Parish Facebook page.</p> <p>e) To Consider Issues with HALC Email The Clerk had been unable to receive emails from HALC since November 2018 and this had not been resolved, with both HALC and Mark Milmore indicating that the issue was with DMGPC Email provider, whereas Vision ICT determined that the issue was with the HALC server. Mark Milmore had been asked to contact Vision ICT to resolve the issue but to date this conversation had not taken place. Cllr Craig Preedy had now offered to liaise with HALC and Mark Milmore to try and resolve the issue as it was concerning that currently there could be no contact with HALC.</p>	CP
13.0	<p>To Note the Information Sheet (January 2018) and any other Updates The Information Sheet was noted.</p>	
14.0	<p>To Raise Items for the next Scheduled Parish Council Meeting (No discussion) Burial Ground Fees</p>	
15.0	<p>To Note Date and Time of the next Regular Meeting of the Group Parish Council Wednesday 27th February 2019 at 7.30pm at Priors Frome Chapel. This was a week later than the scheduled date due to absence of Councillors.</p> <p>The meeting closed at 9.30 pm</p> <p>Signed Date 27th February Chairman of Dormington and Mordiford Group Parish Council</p>	