



DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



Minutes of the Regular Meeting of the Group Parish Council held on Wednesday 20th March 2019 at 7.30pm at Priors Frome Chapel

Present

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

In attendance

Ward Cllr John Hardwick, Chris Bucknell (Parish Clerk)

5 Members of the Public

Item	Minutes	Action
1.0	<p>To Receive Apologies for Absence Cllr Neil Bagley was not present and no apologies had been received</p>	
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 Parish Council held on 27th February 2019 Resolved: The minutes were accepted and signed by the Chair</p>	
4.0	<p>To Receive Brief Verbal Reports:</p> <p>a) Ward Member – Cllr Hardwick Cllr Hardwick reported that he had attended a very constructive meeting with the Headteacher and Chair of Governors of Mordiford School about stage 2 of the Mordiford School development project, where 11 different options of how the project could develop were discussed. In order to be able to focus more of the Section 106 monies onto project work the School were proposing that they project manage it themselves, which was seen as a more cost-effective way to proceed. The proposals have initially received a positive response from Herefordshire Council, but Cllr Hardwick stressed that there were still a lot of processes to go through before the project could proceed.</p> <p>b) Election Update The Clerk gave an update on the Elections Process, stressing Candidates must either deliver their papers to the Town Hall themselves or via a trusted person. Papers would be checked on arrival and time should be allowed for this. The Electoral Number for Proposer and Seconders would be needed and these could be obtained from the Clerk or from the Electoral Services Office. The Clerk stressed that the Proposer and Seconder must come from the candidate's own parish.</p> <p>c) Update on Dragon Project A comprehensive briefing paper had been forwarded to all Councillors in advance of the meeting and Marjorie Shackleton gave a brief update to those present outlining the project and what research had been done in order to move it forward.</p>	

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5.0	<p>Checkley Church Development</p> <p>a) Update on Checkley Church Project Greg Brunt, Chair of Checkley Social Amenities Committee, gave a brief update on what was being proposed; a single storey extension to provide a kitchen, lobby and WC in order to make St Nicholas Church more of a community asset which could be used to provide various activities and facilities for the local community. The Clerk stressed that the Parish Council could not formally comment on, or support the proposals, until the planning application had been submitted and was on Herefordshire Council's website.</p> <p>b) To Consider Request for Parish Council to submit Planning Application for the Project The Parish Council were asked if they would be the applicant for the Planning Application as this would make a 50% saving on the usual planning fees. The Parish Council felt that if they became the applicant for a project which wasn't being managed by them, there was the potential for unresolved issues with planning and conditions which would be difficult to resolve. It was therefore agreed that the Parish Council could not agree to this request.</p> <p>c) To Consider Donation towards Planning Costs The Checkley Social Amenities Committee asked the Parish Council for a donation of £117 which was the amount that would have been saved if the Parish Council submitted the application.</p> <p>Resolved: To Donate £234, which was the full cost of the planning application, to the Checkley Church Project.</p>	Clerk								
6.0	<p>Public Participation Session There were no comments.</p>									
7.0	<p>To Consider Planning Matters</p> <table border="1" data-bbox="209 1160 1378 1317"> <thead> <tr> <th data-bbox="209 1160 368 1198">Reference</th> <th data-bbox="368 1160 1378 1198">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 1198 368 1317">190459</td> <td data-bbox="368 1198 1378 1317">Claston Farm West, Dormington – installation of ground source heat pump and plant housing for space heating and cooling of poultry units permitted via 164103.</td> </tr> </tbody> </table> <p>Councillors Lloyd and Dickson had carried out a site visit following the February GPC meeting and had confirmed that they supported the application. Cllr Cotton had voiced concerns about increased sound from the machinery, but the application has referenced that the noise levels will not go outside of the agreed tolerances.</p> <p>a) To Consider New Planning Applications</p> <table border="1" data-bbox="209 1547 1378 1675"> <thead> <tr> <th data-bbox="209 1547 368 1585">Reference</th> <th data-bbox="368 1547 1378 1585">Application</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 1585 368 1675">190651</td> <td data-bbox="368 1585 1378 1675">Hope Springs Mordiford HR1 4LT - Change of use of an existing agricultural building to a joint agricultural and equestrian/livery use.</td> </tr> </tbody> </table> <p>Following discussion it was felt that the GPC could only support this provided that all the usual Environmental and Health and Safety issues had been addressed; particularly in regard to the disposal of waste which must not run off into the Pentoloe. It was agreed that before a comment was made Cllr Lloyd and Cllr Litchfield would make a note of the issues and send the Clerk guidance on what should be submitted to Herefordshire Council.</p>	Reference	Application	190459	Claston Farm West, Dormington – installation of ground source heat pump and plant housing for space heating and cooling of poultry units permitted via 164103.	Reference	Application	190651	Hope Springs Mordiford HR1 4LT - Change of use of an existing agricultural building to a joint agricultural and equestrian/livery use.	DL/ JL/ Clerk
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	b) To Note any Decisions/Notifications Received		
	Reference	Application	
	190459	Claston Farm West, Dormington – installation of ground source heat pump and plant housing for space heating and cooling of poultry units permitted via 164103	Awaiting Decision
	190455	The Beeches, Checkley – Variation of condition2 of planning application 181962. Raising height of eaves and reducing level of ground floor	Awaiting Decision
	190171	Rowan House, Checkley – Variation of condition 2 of planning permission 152286 to allow dormer windows in roofline	Awaiting Decision
	190137	Mordiford Church of England Primary School – Improvements to existing site entrance and on-site car parking	Awaiting Decision
	184473	Church Field, Dormington – residential development consisting of pair of semi-detached houses and a bungalow	Awaiting Decision
	184132	Claston Farm West – conversion of existing building to dwelling and office.	Withdrawn
	183089	Paddock in Walk Orchard, Dormington – shed for electricity supply and dry storage for horticultural greenhouse	Awaiting Decision
	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	Approved
8.0	Finance		
	a) To receive a Finance Report from the RFO		
	Bank balances: Business Current Account £19,945.61. Business Reserve account £54,363.29.		
	b) To Agree Payments made since February meeting		
	Chq/ BACS	Expenditure	Amount
	BACS	Roman Glass ref B9099. Deposit for Bus Shelter Repair	£145.00
	c) To Agree Payment of Outstanding Invoices		
	Chq/ BACS	Expenditure	Amount
	BACS	Clerks Salary Quarter 4	£762.32
	BACS	HMRC Payment related to Clerks Salary Quarter 4	£190.60
	BACS	Clerk's Expenses quarter 4 including printing and stamps	£92.37
	BACS	Enviroability invoice 3657	£285.67
	BACS	Enviroability invoice 3658	£113.71
	BACS	Priors Frome Chapel Use of Hall for GPC Meeting	£20.00
	BACS	PIP Printing invoice 68248 330 copies of Parish Newsletter	£164.19
	BACS	Reimburse to Clerk. Diesel and Screws for PROW (via Cllr Litchfield)	£21.21
	Resolved: Payments Approved. The Clerk was given approval to pay any outstanding invoices received before the end of the financial year.		
	d) To Consider Membership of HALC 2019/20		
	Resolved: To Renew Membership of HALC for 2019/20		
	Chq/ BACS	Expenditure	Amount
	BACS	HALC invoice H603 Subscription 2019/10 £475.57 + VAT	£570.68

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9.0	<p>e) To Consider Burial Fees 2019 Resolved: To increase each cost by £5 for 2019.</p> <p>f) To Note National Increase in Clerk's Salary Scales The Clerk outlined the national update on Clerks' salary scales. The current Clerk's salary was paid at what was SCP 22, £10.953 per hour. The national changes had reconfigured this to SCP 12 £11.22 per hour, an increase of 26.7p per hour = £92.916 per year at the current 29 hours per month. This was noted.</p> <p>g) To Review and Readopt Financial Regulations and Risk Assessment These were forwarded to Cllrs in advance of the meeting. Not all Councillors had read the documents but felt that they could be re-adopted on the basis that they were approved in 2018 and there had been no changes to the way finances were operated. Resolved: To re-adopt the Financial Regulations and Risk Assessment</p> <p>Highways, Footpaths and Commons</p> <p>a) Mordiford Traffic/Pedestrian Safety Proposals</p> <p>i. To Consider Safety Measures Outside Mordiford School This had been covered by Ward Cllr Hardwick and minuted under item 4a.</p> <p>ii. Proposed 50mph Speed Limit on C1292 Dormington to Mordiford Road Cllr Lloyd reported that he had submitted comments on the 50mph proposals to ADL Traffic but had not heard back other than to receive a confirmation that the response had been received. Cllr Lloyd had recently had a meeting regarding the picket fences and reported that this would not be taken forward until the speed limit and the school parking proposals had been progressed.</p> <p>b) Highways and Footpath Issues</p> <p>i. Update on Footpath Maintenance Cllr Litchfield reported that the ditch crossing on FWB1 that linked The Mill to Bagpipers (part of the Wye Valley Walk) had been cleared and the area re-fenced. All of the P3 grant had now been used up and the final claim submitted. It was reported that the footpath sign in Priors Frome, by End House, was broken and the post had fallen over. Cllr Litchfield would get this looked at.</p> <p>A parishioner noted that on the other side of Mordiford Bridge (on the left when coming from Hereford) there was deep mud, making it impossible to walk. The Clerk was asked to report this to Balfour Beatty.</p> <p>ii. Update on Identifying and Managing Pothole Work Cllr Dickson had done a parish walk with Manny Smith (Balfour Beatty Locality Steward) and had marked up the potholes to be done by Balfour Beatty.</p> <p>Work to be carried out and any Other Issues and Updates</p> <ul style="list-style-type: none"> • The 40-mph sign at the end of Stints Lane on the entrance to on the right-hand side needs resetting • The security rail beside the Pentoloe at the far end opposite the house called The Steppes, has been hit and the concrete posts broken. <p>The Maltings Shared Area – a complaint had been received from a resident regarding overgrown shrubs and trees and ongoing regular maintenance of the grassed area. They requested that the Parish Council remove the shrubs and grass the area over as well as pruning and cutting back the overhanging trees. They also requested that the Parish Council take over the regular mowing of the area and remove the grass cuttings that had been piled up. There was also concern about the Play Area which the residents thought was unsafe and in need of repair.</p> <p>Balfour Beatty had been contacted and they confirmed that the Maltings Shared area was mowed 6 times a year between March and October and that the Play Area was inspected</p>	<p>Clerk</p> <p>JL</p> <p>Clerk</p> <p>Clerk</p>

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	<p>monthly. Balfour Beatty noted that they had not touched the trees or shrubs and it was felt that these may have been cut back by a resident who may also be responsible for the abandoned grass cuttings as the Balfour Beatty machinery did not require emptying and the cuttings were taken back to the depot. The Clerk had obtained a quotation from DC Gardening for the work which would be £2,046 + VAT. The Clerk was asked to obtain 2 further quotations from Richard Jones and Sons and either Martin Meredith or Daniel Squire and this would be brought back to the April meeting together with any further information from Balfour Beatty.</p>	Clerk
10.0	<p>Date and Format of Annual Parish Meeting The Clerk noted that the Annual Parish Meeting must take place before 1 June and must consist of either 2 separate meetings or 1 meeting with distinct sections for each Parish. The Annual Parish Meeting was called by the Chairman and notices must give 7 clear days' notice (not including Sundays or Bank Holidays). Councillors discussed this and it was suggested that the meeting take place on Wednesday 22nd May at Dormington Church, which could also include a talk about the new developments. Cllr Cotton would contact Nick Brewin to find out when the church was available</p>	JC
11.0	<p>Community Litter Pick The date and number of litter packs had been changed since the last meeting. The Litter Pick would now take place on Saturday 27th April and 5 packs had been ordered which would be picked up from Balfour Beatty on 26th April by Cllr Mel Preedy.</p>	MP
12.0	<p>Social Media and Other Parish Council Communications</p> <ul style="list-style-type: none"> i. Update on Parish Noticeboards - This item was deferred until Cllr Bagley was present ii. Parish Newsletter - These had been printed and was ready for distribution. iii. To Consider Insert in Dormington Magazine Cllr Cotton reported that a one-off insertion in the magazine would be free as would any small item relating specifically to Dormington. Insertions in 10 issues would cost £100 for half page, £85 for 4/10 page and £70 for ¼ page. Resolved: A quarter page insert for 10 weeks at a cost of £70 was approved. Cllr Craig Preedy offered to put together some content, to be circulated for approval, before the next edition. iv. To Approve Any Expenditure - There was no further expenditure at this stage 	
13.0	<p>To Note the Information Sheet (March 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) Allotments - Quotation for water pipe and update on plots. Sufton Fete. Councillor's claim for travel expenses to deliver Parish Newsletters, Pentaloe Brook Project</p>	
15.0	<p>To Note Date and Time of the next Regular Meeting of the Group Parish Council Wednesday 17th April 2019 at 7.30pm at Priors Frome Chapel. The meeting closed at 9.30 pm</p> <p>Signed Date 17th April 2019 Chairman of Dormington and Mordiford Group Parish Council</p>	