



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



### Minutes of the Regular Meeting of the Group Parish Council held on Wednesday 17<sup>th</sup> April 2019 at 7.30pm at Priors Frome Chapel

#### Present

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

#### In attendance

Ward Cllr John Hardwick, Chris Bucknell (Parish Clerk)

5 Members of the Public

Item	Minutes	Action
1.0	<p><b>To Receive Apologies for Absence</b> Apologies had been received from Cllrs Neil Bagley, John Litchfield and Mel Preedy</p>	
2.0	<p><b>Declarations of Interest</b></p> <p>a) <b>To Receive Declarations of Interest</b> – There were no declarations of interest.</p> <p>b) <b>To Consider Requests for Dispensations</b> - There were no requests for dispensation.</p>	
3.0	<p><b>To Accept Minutes of the Regular Meeting of the Parish Council held on 20<sup>th</sup> March 2019</b> <b>Resolved:</b> The minutes were accepted and signed by the Chair</p>	
4.0	<p><b>To Receive Brief Verbal Reports:</b></p> <p>a) <b>Ward Member – Cllr Hardwick</b> Cllr Hardwick thanked Councillors and residents of the Parishes for their continued support, saying he had enjoyed working with DMGPC over the years.</p> <p>b) <b>Election Update</b> The Clerk gave an update on the election, saying that there had been 1 nomination for Dormington and 6 for Mordiford, which meant that all nominees would be elected on the basis that the election was uncontested. Existing Councillors remain in post until 7<sup>th</sup> May when new Councillors took over and would be formalised at the meeting on 15<sup>th</sup> May 2019. Two of the nominees, Derek Hughes and Willow Groeber-Shaw were present in the public area.</p>	
5.0	<p><b>Public Participation Session</b></p> <p><b>Dragon Project</b> – Cllr Craig Preedy reported that the Dragon Steering Group felt that the Parish Council would be their preferred choice to lead on the application for funding, other options being the School or a joint application, feeling that the Heritage Fund would see the Parish Council as a good organisation to hold funding for the project. Another suggestion was that a CIC could be formed to progress the project, but this would take some time. The Dragon Project was seen as something special for the Parish which would increase its profile in the county. The Clerk noted that if this suggestion were to progress a formal proposal needed to be put to the Parish Council and this would be brought back to the May meeting.</p>	<b>CP</b>

Item	Minutes		Action	
6.0	<b>To Consider Planning Matters</b>		<b>DL/ RD Clerk</b>	
	<b>Reference</b>	<b>Application</b>		
	190651	Hope Springs, Mordiford - Change of use of an existing agricultural building to a joint agricultural and equestrian/livery use		
	Following the March meeting Councillors visited the site and confirmed they had no issues with the application. This comment had been submitted to Herefordshire Council			
	<b>a) To Consider any New Planning Applications</b>			
	<b>Reference</b>	<b>Application</b>		
	190974	Land Adjacent to Stoneleigh, Mordiford. Variation of condition 2 to allow changes to external appearance of property and to extend to the rear.		
	191205	The Steppes, Mordiford – proposed first floor extension		
	191292	Backbury Hill Farm, Dormington – demolition and alterations to existing building to create new sunroom and infilled accommodation space.		
	191199	St Nicholas Mission Church, Checkley – proposed small extension to existing church to provide kitchen and disabled toilet		
It was agreed that Cllr Lloyd and Cllr Dickson would visit the sites and submit observations to the Clerk for submission to Herefordshire Council. Cllr Hardwick asked that comments were copied to him.				
<b>b) To Note any Decisions/Notifications Received</b>				
<b>Reference</b>	<b>Application</b>	<b>Decision</b>		
190651	Hope Springs Mordiford HR1 4LT - Change of use of an existing agricultural building to a joint agricultural and equestrian/livery use.	Awaiting Decision		
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	Approved with Conditions		
190455	The Beeches, Checkley – Variation of condition 2 of planning application 181962. Raising height of eaves and reducing level of ground floor	Approved with Conditions		
190171	Rowan House, Checkley – Variation of condition 2 of planning permission 152286 to allow dormer windows in roofline	Approved with Conditions		
190137	Mordiford Church of England Primary School – Improvements to existing site entrance and on-site car parking	Approved with Conditions		
184473	Church Field, Dormington – residential development consisting of pair of semi-detached houses and a bungalow	Awaiting Decision		
183089	Paddock in Walk Orchard, Dormington – shed for electricity supply and dry storage for horticultural greenhouse	Awaiting Decision		
7.0	<b>Finance</b>			
<b>a) To receive a Finance Report from the RFO</b>				
<b>Bank balances:</b> Business Current Account £18,602.15. Business Reserve account £54,389.50 Income since the last meeting includes £1,277 P3 grant (invoice 01/19), £29.79 Wayleave and £10 instalment on Allotment Fees (Allotment 6). Part 1 of the precept from Herefordshire Council was expected.				

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	<b>b) To Agree Payments made since March meeting</b>			Clerk
	<b>Chq/ BACS Expenditure</b>		<b>Amount</b>	
	BACS Roman Glass ref B9099. Balance on Bus Shelter Repair		£203.00	
	BACS Checkley Chapel Planning costs (agreed at March Meeting)		£234.00	
<b>c) To Agree Payment of Outstanding Invoices</b>				
	<b>Chq/ BACS Expenditure</b>		<b>Amount</b>	
	BACS D C Gardening invoice AI-374 Grounds maintenance March 2019 £250 + VAT		£300.00	
	BACS Reimbursement for Cllr Litchfield's farewell present		£25.50	
	BACS Priors Frome Chapel Use of room for April meeting		£20.00	
<b>Resolved:</b> All payments approved	<b>d) To Consider Donation Towards Dormington Church Project</b>			
Dormington Church wished to ask for a donation towards their recent project to upgrade the church to include a toilet and facilities which would make it more accessible as a community venue. The first phase, to construct the toilet, would be followed by a second phase to add a small kitchenette. There was currently a £3,000 shortfall in funding for phase 1 which needed to be covered by grant applications and fund raising.				
<b>Resolved:</b> To donate £1,000 to phase 1 of the project with the comment that the Parish Council would look favourably on an application for financial support for phase 2.				Clerk
<b>e) To Consider Councillor's Expenses Claim</b>	Cllr Craig Preedy had put forward a claim for travel expenses for delivery of the Newsletter, 12 miles at 45p per mile. Parish Councillor expenses in general were mentioned but it was agreed to take these on a case by case basis.			Clerk
<b>Resolved:</b> To pay Cllr Preedy £5.88 travel costs for delivering the Parish Newsletter				
	<b>Chq/ BACS Expenditure</b>		<b>Amount</b>	
	BACS Reimbursement for travel expenses		£5.88	Clerk
<b>f) To Note Process and Timescale for External Audit</b>	The Clerk reported that the completed Annual Return must be returned to the External Auditor by 1 <sup>st</sup> July 2019. Kerry Diamond had agreed to act as Internal Auditor and the completed accounts were now with her, with the intention of brining these back to the May or June meeting for discussion and approval.			
<b>8.0</b>	<b>Highways, Footpaths and Commons</b>			
<b>a) Mordiford Traffic/Pedestrian Safety Proposals</b>				
<b>i. To Consider Safety Measures Outside Mordiford School</b>				
The planning application for school parking had been approved. It was noted that there was still an outstanding TRO which addressed speed outside the school.				
<b>b) Highways and Footpath Issues</b>				
A letter had been received from Mr Edwin Wilson regarding speed on the Dormington, Mordiford road. This requested that rather than a speed limit from Larport Lane crossroads to the sub-station, a 50 mph limit past Sufton Rise and Shepherds Orchard to the crossroads would be more appropriate. Councillors fully understood, and were sympathetic with the points made, but pointed out that speed checks had recently been carried out by Balfour Beatty which				

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	<p>did not prove any justification for lowering the speed limit to 30mph, meaning that this proposal would not be supported by Herefordshire Council and the Highways Team.</p> <p>Overgrown hedges were reported along the Dormington Road with residents parking on the pavement, making it difficult for pedestrians who often had to walk on the road. It was suggested that a letter be sent to all residents along that stretch of road and it was also suggested that the issue was mentioned at the Annual Parish Meeting.</p> <p><b>i. Update on Footpath Maintenance</b> - There was no update</p> <p><b>ii. Update from Cllr Litchfield on Footpath Officer Roles and Responsibilities</b> Cllr Litchfield had produced a report on Footpath Maintenance, outlining the duties and responsibilities of the Footpath Officer, in preparation for him leaving the Parish Council in May. Cllr Litchfield was commended for his work maintaining the public footpaths over the years and Cllr Lloyd asked Councillors to consider how this would be best handled going forward. It was felt that one option would be to split up the footpaths into geographic areas with Cllr Dickson taking on Backbury and Checkley, Cllr Lloyd Mordiford and Cllr Craig Preedy the Mordiford Loop Walk. There would also need to be someone to take on the Maintenance of the Burial Ground, Churchyard, Greens and Picnic Areas. It was noted that the Mordiford Walking Group were still walking the footpaths and could be asked to report any issues that they came across.</p> <p><b>iii. Update on Widening of Footpath from Mordiford School to Sufton Rise</b> Cllr Craig Preedy said he intended to gather more evidence before taking the issue to Balfour Beatty, particularly how the issue affected those using mobility scooters. He also intended to check up on the legalities of footpaths along the highway and would report back at a later meeting.</p> <p><b>iv. Update on Maltings Shared Area</b> The Clerk had been in contact with Balfour Beatty who confirmed that the grassed area was cut 6 times per year as agreed in the Highways Maintenance Plan. Balfour Beatty said they had not carried out any works to shrubs in the area, saying that only safety critical works were carried out following either an enquiry being raised or following a site visit. Following this the Clerk had asked for clarification if the Parish Council wished to undertake work in the area and Balfour Beatty had responded that in principle they would not have any objection but stressed that the area was HC property and permission should be sought before any work was undertaken.</p> <p>Following discussion it was noted that it was still unclear what the specific concerns were and how residents wanted these followed up. It was agreed not to progress this at present.</p> <p><b>c) Work to be carried out and any Other Issues and Updates</b> <b>White Lining at the Top of Chapel Lane</b> – a resident had reported that the white lining at the top of Chapel Lane, where the road went round the right hand bend to go up the hill to Checkley, was incorrectly marked, giving priority to the Upper Dormington Road over the Chapel Lane flow. Cllr Craig Preedy felt the white lining should be removed altogether leaving the priority of the unmarked junction to the drivers. Cllr Dickson said he would contact Manny Smith (Balfour Beatty) and ask for guidance on this issue.</p> <p><b>Maintenance of Verges and Road from Priors Frome to Mordiford</b> – Cllr Dickson to contact Balfour Beatty about this.</p> <p><b>Response to Fownhope TRO Proposals</b> – Councillors support the proposals</p> <p><b>Annual Work Plan 2019-20</b> - The template had been forwarded to Councillors together with the plan for 2018-19. The completed plan needed to be submitted to Balfour Beatty by the end of May and Councillors are asked how they want to progress this.</p>	<p>Clerk</p> <p>CP</p> <p>RD</p> <p>RD</p> <p>Clerk</p>



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14.0	<p><b>To Confirm Date and Format of Annual Parish Meeting</b>  This would take place on Thursday 9<sup>th</sup> May, the format being the same as in previous years with a short talk by Nick Brewin on the Dormington Church Project. The Clerk noted the requirement for 7 clear days notice of the meeting and Cllr Lloyd agreed to format the agenda and meeting notice with input from Cllr Cotton regarding Dormington.</p>	DL/ JC
15.0	<p><b>To Note the Information Sheet (April 2018) and any other Updates</b>  The Information Sheet was noted.</p>	
16.0	<p><b>To Raise Items for the next Scheduled Parish Council Meeting (No discussion)</b>  Accountable body for Dragon Project funding. Cllr Cotton gave her apologies for the meeting</p>	
17.0	<p><b>To Note Date and Time of the Annual Meeting of the Group Parish Council</b>  Wednesday 15<sup>th</sup> May 2019 at 7.30pm at Priors Frome Chapel.   The meeting closed at 9.30 pm</p> <p>Signed ..... Date 15<sup>th</sup> May 2019  Chairman of Dormington and Mordiford Group Parish Council</p>	