



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



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

#### Present

Cllrs David Lloyd (Chair), Ray Dickson, Willow Groeber-Shaw, Derek Hughes, Mel Preedy and Craig Preedy

#### In attendance

Ward Cllr John Hardwick, Chris Bucknell (Parish Clerk)

3 Members of the Public

Item	Minutes	Action				
1.0	<b>To Receive Apologies for Absence</b> – Cllr Julia Cotton					
2.0	<b>Declarations of Interest</b> <b>a) To Receive Declarations of Interest</b> There were no declarations of interest  <b>b) To Approve any Written Requests for Dispensation</b> There were no requests for dispensations					
3.0	<b>To Accept Minutes of the Regular Meeting of the Parish Council held on 19<sup>th</sup> June 2019</b> <b>Resolved:</b> The minutes were accepted and signed by the Chair					
4.0	<b>To Receive Brief Verbal Reports:</b> <b>a) Ward Member – Cllr Hardwick</b> Cllr Hardwick reported on the new Council which met for the first time on Friday 12 <sup>th</sup> July, saying that currently all major projects were being evaluated and there would be an announcement in the next 2 weeks regarding the new council and their plans. It was noted that an HGV with foreign plates had been seen driving through Mordiford from Hereford, followed by a police car. Cllr Hardwick said he would check this with the relevant officers. It was confirmed that there was no weight restriction on Mordiford Bridge and Cllr Craig Preedy suggested that maybe a weight restriction could be considered although it was thought this would not be enforceable.					
5.0	<b>Public Participation Session</b> There were no comments from members of the public.					
6.0	<b>To Consider Planning Matters</b> <b>a) To Consider any New Planning Applications</b>					
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Reference</th> <th style="text-align: center;">Application</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">192202</td> <td>Sufton Cottage, Sufton Lane, Mordiford – proposed change of use and conversion of outbuilding/store to ancillary residential to form guest accommodation.</td> </tr> </tbody> </table>	Reference	Application	192202	Sufton Cottage, Sufton Lane, Mordiford – proposed change of use and conversion of outbuilding/store to ancillary residential to form guest accommodation.	
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192202	Sufton Cottage, Sufton Lane, Mordiford – proposed change of use and conversion of outbuilding/store to ancillary residential to form guest accommodation.					
	The applicant, Mr Billig, was present and gave a brief overview of the proposals. There were no objections and it was agreed to support the application.	<b>Clerk</b>				

Item	Minutes		Action
	Reference	Application	
	174463	The Barn, Prospect Field, Upper Dormington. Refusal of Planning Permission - Appeal to Secretary of State	
The Parish Council had no additional comments to submit on this application			
	Reference	Application	Clerk
	192147	Claston Farm West, Dormington - Conservation of part of existing barn to dwelling and farm office. Alterations to existing agricultural barn.	
There were no objections and it was agreed to support the application.			
	Reference	Application	DL/ RD
	192375	Wootton Barn, Checkley. Proposed variations to link and existing outbuilding, proposed garage and the provision of solar PV panels on outbuilding roof.	
This application had only been received on the day of the meeting and it was agreed that Cllrs Lloyd and Dickson would visit the site and submit comments to the Clerk.			
<b>b) To Note any Decisions/Notifications Received</b>			
	Reference	Application	Decision
	191870	Lady Grove, Mordiford HR1 4LT. Proposed removal of Section 106 agreement.	Awaiting Decision
	191940	Sufton Court Mordiford HR1 4LU. Proposed works to 1. Dying mature Sycamore (fell) and replace. 2. Dying Holly (fell) and replace. 3. Leaning Robinia stump with some decay (fell), not suitable room to replace.	Approved with Conditions
	191205	The Steppes, Mordiford – proposed first floor extension	Approved with Conditions
	191199	St Nicholas Mission Church, Checkley – proposed small extension to existing church to provide kitchen and disabled toilet	Awaiting Decision
	184473	Church Field, Dormington – residential development consisting of pair of semi-detached houses and a bungalow	Awaiting Decision
<b>c) To Consider Other Planning Issues and Updates</b>			
<b>Claston Farm</b> – Ed Thomas of Claston Farm had confirmed he would complete the planting of the trees when the season was suitable, probably before November but definitely the autumn. He also stated they had done some additional work around the site landscaping the additional top soil, which will be the base for the large proportion of the trees.			
<b>21 The Maltings</b> – There was no further update			
<b>7.0</b>	<b>Finance</b>		
<b>a) To receive a Finance Report from the RFO</b>			
<b>Bank balances:</b> Business Current Account £5,948.70. Business Reserve Account £74,420.91 There had been no income since the June meeting except £11.42 interest into the Business Reserve Account.			
A Freedom of Information request had been received from the Hereford Times regarding payments made to HALC in 2018/19. This was confirmed as £457.57 on membership for 2019/20 and £60 on training for the Clerk on Election and Audit procedures. It was noted that the GPC felt that the services and support received throughout the year was well worth that outlay which was around 2% of the precept.			

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8.0	<b>c) To Agree Payments made since May meeting</b>				
	<b>Chq/ BACS</b>	<b>Expenditure</b>		<b>Amount</b>	
	BACS	DC Gardening invoice SI-450. Grounds Maintenance June 2019 £200 + VAT		£240.00	
	BACS	Eyelid Productions invoice 2160. Annual Website support		£100.00	
	BACS	Smart Wheelie Bin Stickers (as agreed at June Meeting)		£89.00	
	<b>Resolved:</b> Payments approved				
	<b>d) To Agree Payment of Outstanding Invoices</b>			Clerk	
	<b>Chq/ BACS</b>	<b>Expenditure</b>			<b>Amount</b>
	BACS	Daniel Squire invoice 75676 Grounds maintenance of Communal Area and Community Orchard. £65 + VAT			£78.00
	BACS	Clerks Expenses quarter 1 including travel, printing and stationery			£98.29
	BACS	Enviroability invoice 3748 Mow 3 sites and jobs requested by Cllr Lloyd			£80.30
	BACS	Priors Frome Chapel. Room hire July 2019			£20.00
	BACS	PIP Printing. 340 copies of summer newsletter			£168.38
	<b>Resolved:</b> Payments approved				
	<b>8.0 Highways, Footpaths and Commons</b>				
<b>a) Dormington and Mordiford Traffic/Pedestrian Safety Proposals</b>		DL			
Cllr Lloyd confirmed that he had sent the agreed responses to ADL (ref the TRO) at the end of February. This had been followed up and was still with Herefordshire Council with no feedback about how long it would take to complete the TRO. It was suggested that Cllr Lloyd contact Cllr John Harrington, Cabinet Member for Highways and Clive Hall, Acting Assistant Director Highways and Transport for more information.					
<b>ii. To Consider Proposal for Speed Monitoring Signage</b>					
Cllr Craig Preedy mentioned the signage on the steep descent into Mordiford from Woolhope and also the Countdown 1-2-3 signage that had been put up locally, feeling this was effective in making drivers aware of their speed. A response from Ian Connolly, Safer Roads Partnership indicated that the suggestions no longer fell within the prescribed signage and on that basis BBLP would not be willing to erect them. The potential to erect a SID was discussed; this would require a speed test and would need to abide by the 85% percentile rule. It was agreed that Cllr Lloyd would submit the request for speed monitoring to take place in September, as the school holidays may affect the level of traffic and thus distort the results.					
<b>iii. Safer Roads Partnership Community Concern Programme</b>					
Cllr Craig Preedy noted that he had seen Community Speed Watch activities between Sutton St Nicholas and Marden which appeared to be effective, but noted that before moving forward with this there needed to be buy-in from the villagers and volunteers would be needed to carry out the exercise. It was agreed to ascertain the facts on the speed going through the village (see item 8a)ii) and to reconsider this in the Autumn.					
<b>iv. To Consider Picket Gates at Dormington</b>					
It was agreed to complete the TRO before considering this again.					
<b>v. NFU Response to Tractors Driving at Speed through Dormington</b>					
As requested at the June meeting the NFU were contacted, both through the National Office in Warwickshire and the local contact Claire Greener. The National Office said they could not help and suggested contacting the DVLA or DVSA. Claire Greener's response is below:					

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9.0	<p><i>It is difficult to take action without knowing the owner of the vehicle and it is unlikely that DVLA or DVSA will provide you with registration details. I can publicise the rules on speed limits and mobile phones in general to my members through our weekly newsletter however your only course of action should you wish to take this further is to seek support from the police to undertake speed checks and enforcement actions regarding the use of mobile phones.</i></p> <p><b>b) Highways and Footpath Issues</b></p> <p><b>i. Update on Footpath Maintenance</b></p> <p>As requested by Cllr Mel Preedy a quote had been gained from D C Gardening to clear the grit from the path leading from Mordiford School to Shepherds Orchard. This had been accepted and DC Gardening had been asked to carry out the work.</p> <p><b>ii. Update on Volunteer Way Wardens</b></p> <p>An article had been put in the newsletter asking for volunteers and it had also been posted on Facebook. Cllr Craig Preedy said he would talk to Checkley residents when he was delivering the newsletter.</p> <p><b>iii. Update on Widening of Footpath from Mordiford School to Sufton Rise</b></p> <p>Cllr Craig Preedy had met with the resident who had commented on the width of the footpath at the June meeting and she had confirmed it was not wide enough for a pushchair, saying that, if the footpath were wider, many parents would like to walk their children to school. A guard rail was also requested. Cllr Hardwick had confirmed that the official width of newly constructed paths beside highways must be 1.8 metres but there was no required width on existing paths. Whilst the need for this was recognised it was felt that it would be beyond the financial means of the Parish Council.</p> <p><b>c) Work to be carried out and any Other Issues and Updates</b></p> <p><b>Maintenance of Verges from Priors Frome to Mordiford</b> – there was no more information</p> <p><b>Proposal to move Dormington Bus Stop</b> - As agreed at the June Meeting Manny Smith (Locality Steward) had contacted about the proposals to move the Dormington Bus Stop. His response is below:</p> <p><i>Hereford Council would need to be involved for the consideration of relocation of the bus stop. Regarding the bus stop, there would be a requirement for additional funding for any additional signs required due to the bus stop relocation, as well as the actual relocation if that were feasible.</i></p> <p><i>Slow markings are normally only placed next to an advanced warning sign, unless there is no verge space for such a sign. There is already an advanced junction warning sign on this approach with a slow on red patch. I'm afraid there is no such sign as "pedestrians slow".</i></p> <p>Following this and discussions between BBLP and Cllr Cotton it had been agreed that it was not feasible to move the bus stop and the request was now for signage and/or road markings. The Clerk was asked to contact Manny again to ask for suggestions.</p> <p><b>Allotments</b></p> <p><b>a) To Approve Allotment Tenancy Update</b></p> <p>Cllr Mel Preedy had produced an updated version of the tenancy agreement which had been circulated to all Cllrs in advance of the meeting. The changes she had proposed were</p> <ul style="list-style-type: none"> <li>• Removal of requirement for tenant to live in the parish or adjacent parish</li> <li>• Removal of prior permission for sheds etc on plots, provided they fall under 7ft X 5ft.</li> <li>• Removal of ban on 'homemade' structures on plots</li> <li>• Inclusion of tenant's responsibility to keep contact details up to date</li> <li>• Inclusion of permission for keeping of chickens (not cockerels) and rabbits allowed, other animals by request.</li> </ul>	Clerk

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	<p><b>Resolved:</b> To adopt the updated Allotment Tenancy Agreement. Cllr Mel Preedy would update and circulate the revised version which would then go on the website.</p> <p><b>b) Update on Residents Query reference Removal of Shrubs on Allotment Boundary</b> Cllr Mel Preedy confirmed that it was the responsibility of the allotment holder to trim back the shrubs on the allotment side of the boundary and the responsibility of the resident to maintain the side facing Sufton Rise. This had been included in the tenancy agreement.</p>	MP
10.0	<p><b>Update on Dragon Project and Consideration of Working Group Structure and Function</b> Following a meeting with Marjorie Shackleton, Project Leader, Cllr Mel Preedy had circulated a proposed structure and Roles and Responsibilities for the various groups within the Dragon Project. HALC had recommended that the Working Groups did not need Terms of Reference but it was felt that, in order to ensure that the groups operated in line with the financial requirements of the Parish Council, they needed broad operational terms of reference so that roles and responsibilities were clearly defined.</p>	MP
11.0	<p><b>Future of Priors Frome Chapel</b> Cllr Dickson reported that the charity who owned Priors Frome Chapel were currently deciding its future now it no longer operated as a Chapel, confirming that the Parish Council would have use of it short term and would be given adequate warning if it were no longer going to be available.</p>	
12.0	<p><b>Declaring a Climate Change Emergency</b> Cllr Cotton had circulated a paper in advance of the meeting, which was presented by Cllr Mel Preedy. Cllr Preedy also spoke about the Herefordshire Green Network which was a collaboration of organisations currently putting together a tool kit to help Parish Councils address climate change challenges and opportunities.</p> <p>Herefordshire Council had declared a Climate Change Emergency and it was proposed that Dormington and Mordiford Parish Councils followed this lead.</p> <p>A discussion followed about how this could be incorporated into the Council's response to Planning Applications and Cllr Hardwick cautioned that at present it was not within the National Planning Policy and was therefore not enforceable. He felt a positive way forward would be if the LGA lobbied national government to make changes to the Planning Policy to encompass climate change issues.</p> <p>Cllr Dickson proposed that the Group Parish Council commit to a Climate Change Emergency and this was seconded by Cllr Craig Preedy, with everyone being in favour. It was agreed that a Working Group would be formed to take this forward and Cllr Cotton would be asked to circulate potential dates.</p>	JC
13.0	<p><b>Social Media and Other Parish Council Communications</b></p> <p><b>a) To Consider Proposal for Parish Noticeboards (Priors Frome and Pentaloe Green)</b> There was no further update and Cllr Craig Preedy would continue to progress it.</p> <p><b>b) Update on Website and Facebook</b> Cllr Craig Preedy reported that the use of Facebook was growing with the number of people reached increasing. There had been no response as yet to the 30 mph signs but these would be promoted through the newsletter.</p> <p><b>c) To Consider Dormington Proposal for Parish Council Logo</b> Cllr Preedy had produced some draft logos which were considered. The rectangular sign with the Dragon and Cat Knocker side by side was favoured and Cllr Craig Preedy said he would do some more development on these.</p>	

Item	Minutes	Action
	<p><b>d) Parish Council Newsletter Items</b>  <b>Can we Remove Insect Extinction</b> – an article on this had been included in the newsletter and Cllr Cotton welcomed Councillors ‘contributions, describing what changes they have already made - or will make as a result of the article.</p> <p><b>e) To Approve any Expenditure</b>  There was no further expenditure</p>	
14.0	<p><b>To Note the Information Sheet (July 2019) and any other Updates</b>  The Information Sheet was noted.</p>	
15.0	<p><b>To Raise Items for the next Scheduled Parish Council Meeting (No discussion)</b>  There were no items raised. Apologies were received from Cllr Craig Preedy</p>	
16.0	<p><b>To Note Date and Time of the Regular Meeting of the Group Parish Council</b>  Wednesday 19<sup>th</sup> September 2019 at 7.30pm at Priors Frome Chapel. Please note there will be no meeting in August.</p> <p>The meeting closed at 9.25 pm</p> <p>Signed ..... Date 19<sup>th</sup> September 2019  Chairman of Dormington and Mordiford Group Parish Council</p>	