



DORMINGTON AND MORDIFORD GROUP GROUP PARISH COUNCIL

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AGENDA

COUNCILLORS ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF THE GROUP PARISH COUNCIL AT MORDIFORD SCHOOL, MORDIFORD, HEREFORD, HR1 4LW ON **THURSDAY 16th MAY 2024** AT 7.00PM

The meeting will be recorded for the purpose of the minutes.

- 1. To receive apologies for absence** (Please send apologies via the Clerk)
 - 2.** To elect the Chair for the year 2024-25 - Declaration of Acceptance
 - 3.** To elect the Vice Chair for the year 2024-25
 - 4.** To appoint/confirm members to serve on any committees/working groups.
 - a. Bartestree Village Hall
 - b. Community Hall Working Group
 - c. Any others?
 - 5.** To consider fixing the dates of Parish Council Meetings on the 3rd Wednesday of the month except August and December:
 - a. 19th June 24
 - b. 17th July 24
 - c. 18th Sept 24
 - d. 16th Oct 24
 - e. 20th Nov 24
 - f. 15th Jan 25
 - g. 19th Feb 25
 - h. 19th Mar 25
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- 6.** To disclose personal and pecuniary interests and written requests for dispensation.
 - 7.** To approve as correct the minutes of the meeting held on the 17th April 2024.
 - 8. Public Forum** (members of the public are invited to make comments and raise items, time restricted to 3 minutes. This is the only time in the meeting that the general public can speak)
 - 9. To receive a brief report from Ward member – Cllr Biggs**
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- 10.** To consider the asset register and to arrange to check the condition of council property assets.
 - 11.** To consider the adoption of:
 - a. Equality & Diversity Policy - May 2024
 - b. Social Media Policy in line with GDPR - May 2024
 - c. Environmental and Sustainability Policy - May 2024
 - d. Health & Safety Policy - May 2024
 - e. Information & Data Protection Policy (GDPR) – May 2024
 - 12.** To consider the following for adoption in June:
 - a. Grant Policy
 - b. NALC Financial Regs
 - c. Financial Risk Assessment

13. To consider reviewing the remaining policies:

- a. Standing orders (reviewed 2023)
- b. Code of Conduct (reviewed 2021)
- c. Complaints Policy
- d. Retention Policy
- e. Emergency Plan
- f. Reserves Policy?

14. To consider the use of a Risk Register to highlight what tasks need to be completed at the PC meetings to satisfy the next audit.

15. Planning:

- a. To comment on new planning applications for determination by Herefordshire Council

Ref	Location	Description	Comments by
240860	The Old Dairy, Hope Springs, Mordiford HR1 4LT	Proposed single storey rear extension and a new porch to the front elevation	22/05/24
240980	Mordiford Bridge, Mordiford HR1 4LN	Application for variation of condition 2 of permission 230283 to amend design	24/05/24

- b. To note planning decisions made by Herefordshire Council:

Ref	Location	Description	Decision:
233229	Stable and Yard north of the Mews House Mordiford HR1 4LN	Proposed variation of condition 1 of planning permission 192596	Approved with conditions

- c. To receive an update from the NDP Steering Group.
 - i. To consider approving the Fee Proposal document for the NDP consultants last piece of work
- d. To consider feedback, if any, on Herefordshire Councils Draft Local Plan reg 18 consultation meetings. Comments by 20/05/24
- e. To consider feedback, if any, on Herefordshire Councils New Local Transport Plan meeting to be able to comment
- f. To consider feedback from NDP consultant regarding the impact of Herefordshire Councils Draft Local Plan on the Parish Council's NDP
- g. To consider commenting on the Wye Valley National Landscape's new position statements on Renewable Energy and Dark Skies

16. Finance:

- a. To note the bank balances and Bank Reconciliation
- b. To receive Bank Switch update and to consider closing the Natwest Accounts
- c. To note the Budget Tracker
- d. To consider the quote for the handrail on FWB/2 (Dragon Trail)
- e. To consider the purchase of Footpath Officer equipment
- f. To note the 2023/24 accounts are done and the Accounting Statement completed. Accounts to go to HALC for auditing w/c 27th May 2024.
- g. To consider the following invoices for payment

Payee	Description	Amount (inc VAT)
Clerk	Clerks Salary	As per contract
HMRC	PAYE tax	
Clerk	Clerks Expenses (mileage)	£5.99
Enviroability	Inv 5070 work completed 04/04/24	£455.00
Autela Payroll Services	INV 13904 Services Jan-Mar 24	£73.73
DC Gardening	SI-1841 Grounds Maintenance at the Churchyard and Burial Ground	£492.00
Hiscox Insurance Company	Annual Insurance	£818.29

h. To note any payments made between meetings:

Payee	Description	Amount

i. To note any receipts:

Sender	Description	Amount
Herefordshire Council	Precept	£11222.50
National Grid	Wayleave CHQ	£29.79
Carter	Allotment plot 3	£29

17. Footpaths/Commons/Rivers/Open spaces:

- a. To consider the PROW funding
- b. To receive a PROW update

18. Highways/Rural Roads/Bridges:

- a. To receive an update on Mordiford Bridge Give Way signage
- b. To note the Lengthsman Scheme Contract and maintenance plan have been submitted.
- c. To consider the Drainage fund.

19. Health/Safety and the Environment:

20. Communications/newsletters/social media/Community engagement

- a. To consider moving from Stackmail to FlexMail

21. To note Information Sheet

22. To put forward items for next agenda

23. To agree the date and time of the next meeting –

- a. Annual Parish Council meeting - June 19th at 7pm in Mordiford School.
- b. Annual Parish Meeting – May 23rd at 7pm in Mordiford School.

E Donovan

Parish Clerk

Date: May 10th 2024