



DORMINGTON AND MORDIFORD GROUP GROUP PARISH COUNCIL

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AGENDA

Councillors are summoned to attend a meeting of the group Parish Council at Mordiford School, Mordiford, Hereford, HR1 4LW on **Wednesday 18th September 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 disclose personal and pecuniary interests and written requests for dispensation.
 3. To approve as correct the minutes of the meeting held on the 16th & 17th July 2024.
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4. **Employment Matters** – To note the Clerk has had her yearly appraisal and to consider a pay review. (As this is a private matter everyone except the Councillors and the Clerk will be asked to leave the room)
 5. To note that Cllr Green has resigned and to consider the next steps
 6. To note any announcements from the clerk regarding risk register activity:
 - a. To review the Risk Register – what's coming up next month
 - b. To consider the external Auditor's Report
 - c. To consider objectives for 24/25 ready for the budget meeting in November
 - d. To consider setting a date for the Finance Group to carry out the ½ yearly review of the accounts
 - e. To consider the arrangements for the Clerk to do her CiLCA qualification
 7. **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)
 8. To receive a brief report from Ward member – Cllr Biggs
 9. To consider the adoption of:
 - a. The Financial Regs 2024
 - b. The Financial Risk Assessment 2024
 - c. The Emergency Plan 2024
 10. **Planning:**
 - a. To comment on new planning applications for determination by Herefordshire Council

Ref	Location	Proposal	Comments by
242113	Old Rectory, Mordiford HR1 4LN	Various tree reductions – See planning application	19/09/24
242158	Holy Rood Church, Mordiford, HR1 4LN	T1 Yew – reduce overhanging limbs from driveway	19/09/24

- b. To note planning decisions made by Herefordshire Council (as of 09/07/24):

Ref	Location	Description	Status
241436	Broomy Green Cottage, Checkley HR1 4NA	Proposed erection of a new flat roof extension...	Approved with conditions
241256/L	1 The Clouds, Checkley, HR1 4NA	Proposed single storey lean to extension	Approved with conditions
241255/FH	1 The Clouds, Checkley, HR1 4NA	Proposed single storey lean to extension	Approved with conditions
240860/FH	The Old Dairy, Hope Springs, Mordiford, HR1 4LT	Proposed single storey rear extension and a new porch to the front elevation	Approved with conditions

- c. To receive an update from the NDP Steering Group.
d. To consider the School Community Hall and S106 money.
e. To consider what action Parish Councillors can take with regards to suspected planning non-compliance.
f. To consider commenting as a Parish Council to the National Planning Policy Framework.

11. Finance:

- a. To note the bank balances and sign the Bank Reconciliation
b. To consider the Budget Tracker
c. To receive Bank Switch update
d. To consider the purchase SLCC membership for another year - £188
e. To receive an update on the purchase of a noticeboard for Mordiford Green.
f. To note the NDP grant was transferred from the Current Account to the Reserve Account.
g. To consider moving funds from the Reserve Account to the Current account to cover the below payments if the next Precept payment hasn't been received in time.
h. To consider the following invoices for payment:

Payee	Description	Amount (inc VAT)
Clerk	Clerks Salary	As per contract
HMRC	PAYE tax	As per contract
Clerk	Clerks Expenses (mileage + Shredder, ½ mobile phone bill)	£51.06
DC Gardening	INV SI-1942 for July Grounds maintenance/lengthsman duties	£696.00
DC Gardening	INV SI-1976 for August Grounds maintenance/Lengthsman duties	£594.00
Evans Farm and Country Supplies	INV – SI-317837 Post Crete	£30.48

PKFLittlejphn LLP	Limited Assurance review of AGAR for year end 31 st March 24	£252.00
Enviroability	INV 5147- Forest paths and footpaths	£1,055.00
Enviroability	INV 5173 – Working with Footpaths Officer for 2 days	£460.00
Enviroability	INV-5175 – Forest cuts	£595.00
GJ Garden Services	INV 9/9/24 – Fitting of 4 finger posts on MF5 & 6 and post replacement on Noticeboard	£75.00
HALC	INV H2281 – website hosting and name	£270.00
	Total excluding Clerk Salary and PAYE	£4078.54

i. To note any payments made between meetings:

Payee	Description	Amount
Autela Payroll Services	Quarterly payment	£75.05
Mordiford School	Meeting room hire	£120.00
GJ Gardening Services	Strimming - allotments	£15.00
Clerks Salary	August	As per contract
HMRC	PAYE tax month 5	As per contract
Defib Warehouse	DW-155145 – replacement Paediatric Pads for Mordiford School Defib	£112.74

j. To note any receipts:

Sender	Description	Amount
Groundworks	NDP grant	£2825.00

12. Footpaths/Commons/Rivers/Open spaces:

- To receive a PROW update
- To receive update on the PROW funding
- To receive an update on the management of Checkley Common and the restoration of the pond.
- To receive an update on the pavement next to Mordiford Green

13. Highways/Rural Roads/Bridges:

- To receive an update on the Drainage fund
- To receive an update from the Mordiford bridge steering group with Herefordshire Council
- To consider the creation of a Highways working group
- To consider speeding in Dormington - a new TRO, SID installation and a community speed watch group.
- To note the Dormington sign will now be replaced by HC/BBLP
- To consider Hedgehog warning signs on the road to Fownhope

14. Health/Safety and the Environment:

- To receive a Defib update on the checks carried out.

15. Communications/newsletters/social media/Community engagement

- To consider a donation towards Checkley Harvest Festival event on the 11th October 2024

16. To note Information Sheet

17. To put forward items for next agenda

18. To note the date and time of the next Parish Council meeting – October 16th at 7pm in Mordiford School.