



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 15th January 2025** 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 20th November 2024.
4. To consider a plan to Co-opt a new Councillor
5. **Employment Matters**
 - a. To consider overtime request for funeral prep and time needed on the day of the funeral if needed
6. **To note any announcements from the clerk:**
 - a. Review Risk Assessments (Allotment, Footpaths Officer, Litter picking, Closed Churchyard, Burial Ground & PC generic activities)
 - b. Accounts for Audit
 - c. Decide on Internal Auditor
 - d. Decide on a date for the Annual Parish Meeting (between 1st March & 1st June)
 - e. Review Polices including writing Training and Development Policy
 - f. SID Report
7. To note there will be a funeral at Mordiford Burial Ground on Friday the 31st January 2025.
8. To consider the adoption of the Burial Policy and the suite of new documents for burials at the Mordiford Burial Ground.
9. **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)
10. To receive a brief report from Ward member – Cllr Biggs
11. **Planning:**
 - a. To comment on new planning applications for determination by Herefordshire Council

Ref Number	Location	Description	Comments by
242957	Agricultural Barn at Tower Hill Cottages, Dormington	Application to determine if prior approval is required for a proposed: change of use of agricultural building to one dwellinghouse and building operations reasonably necessary for the conversion.	12/01/25 Extension to the 17/01/25
243030	9 Pentaloë Cl, Mordiford, HR1 4LS	Proposed single storey garage extension, canopy roof to existing entrance door, new external timber cladding/insulated render to existing walls. Addition of new roof lights and solar panels to pitched roof. Confirmation of permitted development single storey flat roof games room extension at rear of property.	13/01/25 Extension to the 17/01/25

- b. To note planning decisions made by Herefordshire Council – None
- c. To receive an update on the NDP
- d. To consider approval of the final NDP documents and submission to Herefordshire Council.
- e. To receive an update on the School Community Hall and S106 money from the Summit

meeting.

- f. To consider the application to change the status of Tower Hill Bridal way to Byway open to all traffic.

12. Finance:

- a. To note the bank balances and sign the Bank Reconciliation
- b. To consider the Budget Tracker
- c. To receive an update on bank signatories
- d. To consider updating the burial fees for 2025/26
- e. To consider sending the Clerk on the SLCC Cemetery Legal Compliance Course £145 + VAT
- f. To consider reviewing the Allotment Fees for 2025 as the invoices are due to be sent out.
- g. To receive an update on the purchase of a noticeboard for Mordiford Green
- h. To consider donating to the Mordiford Holy Rood Bell Restoration Project
- i. To consider donating £25 towards the electricity for the Defibs at Dormington and Checkley Churches.
- j. 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 + mobile phone bill)	£27.16
DC Gardening	INV SI-2088 – Burial Ground and Maltings Maintenance	£288.00
Unity	Bank charges 31/01/2025	£6.00
	Total excluding Clerk Salary and PAYE	£321.16

- f. To note any payments made between meetings:

Payee	Description	Amount
Unity	Bank Charges 31/12/24	£6.00
Defib Warehouse	INV DW-159006 Cardiac Science Powerheart G5 AED Battery for the Mordiford School Defib – payment approval gained by email as an emergency 28/11/24	£346.80
Information Commissioner's Office (ICO)	Data Protection fee ref Z2506742 DD 11/01/25	£40.00
Clerk	Clerks Salary - December	As per contract
HMRC	PAYE Tax month 9	As Per contract

- g. To note any receipts:

Sender	Description	Amount
Clarkson's Independent Funeral Directors - Bath	INV DMGPC 02/24 – Internment fees	£235.00

13. Footpaths/Commons/Rivers/Open spaces:

- a. To receive a PROW update
- b. To consider improvements to the Green Hut on Mordiford Green

14. Highways/Rural Roads/Bridges:

- a. To receive an update on the use of the Drainage and PROW fund
- b. To receive an update from the Highways working group
 - i. To receive an update from the Mordiford Bridge steering group with Herefordshire Council
 - ii. To receive an update on speeding in Dormington - a new TRO and SID installation
- c. To consider the Clerk creating a spreadsheet of defects reported to BBLP/HC to keep a record of progress to make feedback easier.

15. Health/Safety and the Environment:

- a. To receive an update on the Larport Solar Farm – Tree planting
- b. To receive an update on the Branching Out Tree planting project
- c. To consider the Nature Recovery Mapping in Herefordshire

16. Communications/newsletters/social media/Community engagement

- a. To consider Herefordshire Councils successful bid to host the Baton of Hope 2025
- b. To consider the VE day celebrations.
- c. To consider correspondence from parishioners:
 - i. Accident in Dormington on the 6th November – speed and footpath maintenance
 - ii. Damaged railings beside the Pentoloe in Mordiford

17. To put forward items for next agenda

18. To note the date and time of the next Parish Council meeting – February 19th 2025 at 7pm in Mordiford School.