



DORMINGTON AND MORDIFORD GROUP GROUP PARISH COUNCIL

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MINUTES FOR THE MEETING OF THE GROUP PARISH COUNCIL HELD ON WEDNESDAY 16th JULY 2025.

Present:

Cllr Julia Cotton (Chair)
Cllr Mike Jones (Vice Chair)
Cllr Mark Parvin
Cllr Euan Grant
Cllr Mark Rider
Cllr Marjorie Shackleton
Ward Cllr Biggs

Apologies:

Cllr Marcus Billig

1. To receive apologies for absence

It was **NOTED** that Cllr Billig had sent his apologies to the Clerk.

2. To disclose personal and pecuniary interests and written requests for dispensation.

It was **NOTED** that there were no interests or requests.

3. To approve as correct the minutes of the meeting held on the 18th June 2025.

It was **RESOLVED** to approve and sign the minutes of the last meeting.

4. To receive an update from the Clerk including annual leave, HMRC error with tax codes, CiLCA, the advert in the local Parish Magazine, Autumn Newsletter and the to-do list for the Summer.

It was **NOTED** that the Clerk will be on Annual leave for 2 weeks in August.

It was **NOTED** that HMRC had had a technical error with tax codes and a mistake had been made in relation to the Clerks June Salary & HMRC payment. This has been corrected and it means the Clerk will be repaid some of the PAYE taken in error and there is no HMRC bill for July.

It was **NOTED** that the Clerk officially starts her CiLCA submissions in August and the two remaining modules have been arranged by HALC.

It was **NOTED** that the correction to our advert in the Bartestree and Dormington Parish Magazine has been made.

It was **NOTED** that the Clerk suggests creating the next newsletter in the Autumn and encourages Cllrs to submit any articles over the Summer.

5. Public Forum

It was **NOTED** that there were no members of the public present.

6. To receive a brief report from the Ward member – Cllr Biggs

It was **NOTED** from Cllr Biggs's report that:

- Merton Meadow Consultation – The Flood Alleviation plan is being submitted to Planning which includes adding pools to the brook that fill up ensuring the meadow doesn't flood. **Cllr Biggs to send out online access to the consultation information.** There will be 400 homes which will be a mix of apartments, over 55s accommodation, family homes and affordable housing.
- 27,500 homes required by government in Herefordshire. This project will include the construction of the bypass, and other infrastructure and facilities including doctors and schools. There was a question regarding whether the hospital could cope? **Cllr Biggs to comment on this at the next meeting.** Herefordshire Council has put out a call for sites.
- Charities & Business Forum and Growth Forum – This is looking at whether Herefordshire Council are working efficiently/effectively with charities and other organisations.
- Resurfacing in the county is ongoing. Everyone is reminded to keep reporting potholes and if work isn't getting done to report to Cllr Biggs. Please use www.fixmystreet.com.
- **Cllr Biggs is to get Dormington Road (C1292) resurveyed to assess what improvement can be made.** Herefordshire Council has spent £13m on roads this year.
- Mordiford Bridge closure – **Cllr Biggs to approach landowner regarding the cutting of the vegetation on the side of the bridge to get it done while the bridge is shut and also to arrange cutting annually.** With regards to the give way signage the PC had paid Herefordshire Council nearly £10,000 for the survey to be conducted but the report has still not been received. In Cllr Biggs's opinion implementing hard give way signage on the bridge would back up traffic to the tight bend causing obstruction and sitting traffic in the village. Cllr Biggs proposes getting the weight limit signs changed to 7.5t and involving the Police to help enforcement. The current weight limit allows vehicles into Mordiford that are too big forcing other vehicles onto pavements on the bend. This would reduce give way problems on the bridge, help preserve the bridge and help with traffic in Mordiford. It was suggested the PC officially reopen the bridge when the new signage is in place. **Clerk/Highways working group to look out for HC correspondence regarding the signage. Clerk to email Cllr Biggs re keeping the carpark at Mordiford Bridge for walkers and river users.**
- Pentaloe Brook redirection – HC need to survey the brook to assess the redirection. **Cllr Biggs to follow up.**

7. To receive an update in the recruitment of more Parish Councillors.

It was **NOTED** that a number of people were being asked to see if they would like to be a Cllr. **Clerk to put the posters up again once the AGAR documents are removed from the noticeboards in August.**

8. Planning:

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

Reference	Address	Description
251560	Land at Sufton Cottage, Sufton Lane, Mordiford HR1 4EJ	Proposed erection of eight dwellings and associated works, including: improvements to the site access, installing internal roads, drainage works, other engineering works, installation of hard landscaping, and orchard, tree, and hedgerow planting

Comment by the 18/07/25:

It was **NOTED** that the site is one of the NDP sites, within the AONB (Area of Outstanding Natural Beauty) and owned by a Parish Cllr.

Councillors made a site visit and are concerned about access to the new development as Sufton Lane is narrow with few passing spaces and restricted by what appear to be commercial vehicles parked along it. Cllrs were concerned that any Emergency Vehicles would not be able to get through.

It was **RESOLVED** the PC would like more information on how this is to be addressed. It was **RESOLVED** that the PC would also like further information on the square metres of internal areas as the measurements were not provided.

The PC were surprised not to see any mention of phosphates and how these were to be treated, and were also surprised to see refuse collection arrangements were to be serviced privately on-site with an agreement with a private operator rather than use Herefordshire Council's arrangements. Concerns were raised that this implied there was insufficient turning space for the refuse vehicle to manoeuvre.

It was **NOTED** that whilst the PC is largely supportive of the development, and were pleased to see that the application references the ongoing Draft NDP (currently at Examination stage) it was **RESOLVED** that the PC would like more information on how these aspects are to be addressed.

Reference	Address	Description
251788	The Barn, Checkley, Hereford, Herefordshire HR1 4ND	Proposed installation of free standing greenhouse

Comment by the 18/07/25:

It was **NOTED** that the greenhouse would be 4m x 2.5m and would hardly be seen. With this in mind, it was **RESOLVED** to **SUPPORT** the application.

Reference	Address	Description
251748	Old Post Office, Mordiford, Hereford, HR1 4LW	Replacement Windows

Comment by the 18/07/25:

It was **NOTED** that the material to be used for the windows was not stated although it was mentioned that there would be wooden window sills. It was also **NOTED** that the

side window would lose its cross feature in the replacement windows. It was **RESOLVED** to **SUPPORT** the application.

b. To note new planning decisions made by Herefordshire Council as of the 9th July 2025.

Reference	Address	Description	Decision
241510	Land at Stoke Edith, Herefordshire	Proposed installation and operation of a renewable energy generation station comprising ground-mounted photovoltaic, inverter/transformer units, control room, substations, onsite grid connection equipment, site access, access gates, internal access tracks, security measures and other ancillary infrastructure.	Approved (with conditions)

c. To consider the S106 wish list from the Planning Working Group.

It was **NOTED** that the PC were unsure as to whether Solar Farms had to provide S106 or community benefit funds. Also as Stoke Edith doesn't have a Parish Council what happens to any allocated S106/community benefit funds? [Clerk to find out.](#)

The following wish list for S106 (or Community Benefit funds) was submitted to the Clerk:

- Improvements to our Footpath network – Dragon Trail link-up, Mordiford Loop improvements (sculpture trail)
- Improvements to Mordiford Green – Hedge, Green hut and landscaping
- School/community hall
- School sports field upgrade
- Community land purchase with a new orchard and nature trail
- Resurface the pavement from the corner of the C1292 in Mordiford up to its end at Shepherds Orchard
- Footpath /cycle route extension along the Dormington / Mordiford Road (C1292.) At present it only runs from Mordiford to Sufton Rise. It needs to be extended to run for the whole length from Sufton Rise to the A438.
- Construct a cycle lane between Dormington and Bartestree
- Improve the exit from Sufton Rise onto the C1292 (traffic calming)
- Reduce speeding in Mordiford and the bridge to make it safer for pedestrians.

It was **RESOLVED** to accept the wish list for future planning developments.

d. To consider the future of Neighbourhood Planning Support Services

It was **NOTED** that the Clerk read out the motion supplied by HALC (See appendix) and it **RESOLVED** to **SUPPORT** the call on the Government to reinstate NDP funding. It **RESOLVED** to write to the MP Ellie Chowns to communicate our support.

[Clerk to email Ellie Chowns](#)

e. To consider Herefordshire Council's call for sites.

It was **NOTED** that Herefordshire Council are currently calling for sites.

f. To receive an update from the NDP Steering Group.

i. To note the comments of the External Examiner on the NDP and to consider a response.

It was **RESOLVED** to submit the comments presented by the NDP Steering group. [Clerk to send the comments to the Independent Examiner and to headline the website to which Cllr Cotton will upload the document.](#)

9. Finance:

a. To note the bank balances and sign the Bank Reconciliation & Budget Tracker

It was **NOTED** that the Clerk read out the bank balances. See Appendix for the Bank Reconciliation and Budget Tracker.

b. To consider any quote from the School regarding the car park signage.

It was **NOTED** that no quote had been received.

c. To consider DC Gardening's quote to repair the fence at the allotment and make a cover for the water tank (highlighted in the recent Risk Assessment).

It was **RESOLVED** to approve the quote and ask DC Gardening to do the work at the allotment.

It was **NOTED** that the Clerk would investigate income and expenditure at the allotment (and Burial Ground). Including research into what other PC's charge for allotment plots. [Clerk to review the tenancy agreement and charges. Clerk to also look at charging a deposit to cover the cost of plot clearance if the plot is not left tidy at the end of tenancy.](#)

d. To consider the payment of August's regular invoices as the PC will not meet again until September, including the Clerk's salary/HMRC, DC Gardening and Enviroability.

It was **RESOLVED** to pay the Clerk & HMRC in August and sign the payslips in September. All other suppliers will be asked to wait till after the September meeting for payment.

e. To consider the following invoices for payment

Payee	Description	Amount (inc VAT)
Clerk	Clerk's Salary	As per contract
HMRC	PAYE	As per contract
Clerk	Expenses including mileage, phone bill, bin	£41.08

	bags	
Gary Jones (GJ Garden Services)	INV dated 09/07/25 for strimming at the allotments	£40.00
DC Gardening	INV SI-2226	£1092.00
Enviroability	Footpath maintenance INV 5393 17/06/25	£1185.00

It was **RESOLVED** to pay all the invoices listed above. It was **NOTED** that HMRC had not charged anything due to the mistake made in June.

f. To note any payments made between meetings:

Payee	Description	Amount
Unity Bank	Bank Charges	£6.00

It was **NOTED** that Bank Charges always come out of the account on the last day of the month.

g. To note there were no receipts

Received From	Description	Amount
Unity Bank	Credit interest	£331.51
Shayne Hogg Funeral Services	Ash Internment fee (Webb)	£250.00
Serenity Funerals	Ash Internment fee (Tyler)	£130.00

It was **NOTED** the above money had been received and that the payment from Shayne Hogg had drawn a line under the recent issues.

10. Footpaths/Commons/Rivers/Open spaces:

a. To receive a PROW update.

- Monthly maintenance had been carried out.
- The next forest cut would be on the 4th August.
- The Footpaths Officer had also been out cutting vegetation back.
- Work will be done to the PROW Funding application over the summer

It was **NOTED** that the footpath past Tower Hill was not currently being maintained because of abuse received by the maintenance staff. Parishioners are also avoiding the area. **Cllr Biggs to contact enforcement to find out the current status.**

b. To receive an update on the diversion of the Pentoloe brook to Canwood Gallery causing flooding adjacent to Pentoloe Cottage and drying up the brook.

It was **NOTED** this is now a Herefordshire Council logged complaint and that Cllr Biggs and HC were pursuing the issue. **Cllr Biggs to contact the parishioner to get more detail on the exact location.**

c. To receive an update on a parishioners concerns regarding the blocking of a footpath/bridleway.

It was **RESOLVED** that as the changes in the field have not changed the legal lines of the footpath so no action was necessary.

d. To consider the cutting of Checkley Common.

It was **NOTED** that Cllr Cotton had possibly found someone to cut the common. **Cllr Cotton to contact them to get a quote.**

11. Highways/Rural Roads/Bridges:

- a. To note Mordiford Bridge will be closed from the 21st July 2025 for 6 weeks for repairs.**

It was **NOTED** that the Bridge would be closed for 6 weeks in the school summer holidays.

- b. To receive an update from the Mordiford Bridge steering Group with Herefordshire Council.**

See Cllr Biggs' report 6.

- c. To receive an update on speeding in Dormington - a new TRO and SID/gate installation.**

It was **NOTED** that there was no update on the installation of the SID because the contractor chosen is a Lengthsman and is very busy during the summer months. **Clerk to chase.**

- d. To consider an email from a Parishioner regarding the increase in traffic and speed in Mordiford.**

It was **NOTED** that a number of measures could be taken to decrease speeding and the amount of traffic in Mordiford.

- The dragon's teeth on the B4224 as you enter Mordiford from Fownhope need repainting. **Clerk to contact the locality Steward for an update.**
- Any mirrors to aid crossing the road were deemed too distracting for drivers.
- A Zebra crossing for children outside the school would help but there's still an issue for pedestrians crossing the B4224 to Mordiford Green on the Mordiford Loop (Dragon Trail).
- With the increase in traffic and speeds, a 20mph zone outside the school could be an option, especially as other neighbouring parishes having succeeded in putting this change through.
- Speed watch groups have been looked at before in Dormington, but the PC struggled to find enough volunteers to go out and record speeds. If the Parishioners wanted a Speed Watch Group, the PC could look at it again.
- TRO – refresh of the original Mordiford TRO. Cost of a TRO to the Parish Council would be around £10,000 and there's a 2.5 years waiting list with HC.
- SID for Mordiford.

The Highways Working group will put a plan together to move this forward. Clerk to respond to the Parishioner.

12. Burial Ground, Allotment and Mordiford Green:

- a. To note that there was an internment of ashes at the Burial Ground on the 15th July 2025.**

It was **NOTED** that the Clerk had attended the internment of ashes on the 15th July.

- b. To note that one of the plot holders has discontinued their tenancy agreement and a new person from the waiting list has taken over the**

plot.

It was **NOTED** that a new person had taken on the tenancy agreement already.

c. To consider the repainting of the Green Hut on Mordiford Green.

It was **RESOLVED** that Cllr Shackleton would use the Mordiford Community WhatsApp group to find volunteers to clear, clean and prepare the hut for painting.

It was **RESOLVED** that the Parish Council would pay for materials but that it needed volunteers.

13. Health/Safety and the Environment:

It was **NOTED** that the Clerk would check the policies and Risk Assessments over the summer break.

14. Communications/newsletters/social media/Community engagement

a. To consider the idea of a DMGPC Community Award and how it could work.

It was **RESOLVED** to adopt the new Community Awards Policy and it would be open for nominations on the 1st Jan 2026 for achievements in 2025.

With the news that Liv Moss, who had been running the Dragons Nursery for over 30 years, had just retired, it was **RESOLVED** that this would be the perfect opportunity to award a Lifetime Achievement Award to her for her services to the community. All the Cllrs agreed. **Clerk to organise an award ready for September's meeting.**

b. To note The Mordiford Bells rang for the first time on the 30th June 2025 after restoration.

It was **NOTED** that on June 30th, the bells of Holy Rood Church in Mordiford were rung for the first time in 75 years, to celebrate Mr Roger Moss's 82nd birthday. Mr Moss had led the Mordiford Bells Restoration Project – the bells were re-instated on June 14th. Over 50 people visited the Church to watch and listen.

15. To put forward items for next agenda

- It was **NOTED** that the metal traffic barriers preventing vehicles falling into the Pentoloe Brook (Haugh Wood Road opposite the Mordiford Burial Ground to the Moon Inn), have still not been repaired and the temporary barriers have also been hit by traffic and damaged. **Cllr Biggs to chase this up.**
- Newsletter content

16. To agree the date and time of the next meeting – Parish Council meeting - 17th September at 7pm in Mordiford School.

The meeting was closed at 9pm.

Appendix



Motion for Councils: Future of Neighbourhood Planning Support Services

Resolution Calling on the Government to Provide Dedicated Funding for Neighbourhood Plans

Dormington & Mordiford Group Parish Council acknowledges that:

- Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans.
- The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish and town councils.
- Neighbourhood Plans contribute to more democratic, locally-informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations.

Therefore it is Resolved to -

1. Call upon His Majesty's Government to provide increased and sustained funding to support the development, review, and implementation of Neighbourhood Plans.
2. Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.
3. Write to **Ellie Chowns** and the Secretary of State for Housing, Communities, and Local Government to communicate this resolution and advocate for enhanced support for neighbourhood planning

Bank Reconciliation

Dormington & Mordiford Group Parish Council					
Bank Reconciliation as at 30/06/25					
		Unity Current	Unity Reserve	Totals	
Balance as at 31/05/25		4,750.08	59,169.70	63,919.78	
Add Total Receipts		6,380.00	331.51	6,711.51	
Total		11,130.08	59,501.21	70,631.29	
Less Total Payments to date		4,811.16	6,000.00	10,811.16	
Balance as at 30/06/25		6,318.92	53,501.21	59,820.13	
Balance at Bank as at 31/05/25		6,318.92	53,501.21	59,820.13	
Income paid in but not Credited		0.00	0.00	0.00	
Balance at 30/06/25		6,318.92	53,501.21	59,820.13	
Both figures highlighted in yellow should agree					

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		2025/26		Actual												
		Forecast	Actual	Difference	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Precept interest received		\$23,568.00	\$11,784.00	\$11,784.00	\$11,784.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$250.00	\$331.51	-\$81.51	\$0.00	\$0.00	\$331.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$650.00	\$0.00	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$520.00	-\$520.00	\$140.00	\$0.00	\$380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$29.79	\$29.79	\$0.00	\$29.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$2,826.00	\$0.00	\$2,826.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$2,055.00	\$0.00	-\$2,055.00	\$2,055.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$22,000.00	\$0.00	\$22,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$49,323.79	\$14,720.30	\$34,603.49	\$14,008.79	\$0.00	\$711.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Admin Expenses																
Allotments - mowing & maintenance																
Audit Fees																
Bank Charges																
Churchyard & Burial ground - mowing & maintenance																
Clerks Salary																
Community events (inc D-Day Celebration)																