



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



### MINUTES OF THE MEETING HELD ON THURSDAY 3<sup>rd</sup> NOVEMBER 2022

Email: [clerk@dormingtonmordifordgroup-pc.gov.uk](mailto:clerk@dormingtonmordifordgroup-pc.gov.uk)

Clare Preece, 17 Wheatridge Road, Belmont, Hereford, HR2 7UL, tel: 07940391150

#### Present:

Cllr Julia Cotton – Chair  
Cllr Mike Jones – Vice Chair  
Cllr Derek Hughes  
Cllr Mel Preedy  
Cllr Euan Grant  
Cllr Marcus Billig

#### In attendance:

Ms Clare Preece – Clerk  
Two members of the public

#### Apologies

Cllr John Hardwick

Reference	Minute	Action
03112022/01	<b>1.To receive apologies for absence:</b> Cllr John Hardwick	
03112022/02	<b>2. To disclose personal and pecuniary interests in items of business listed below:</b> None	
03112022/03	<b>3.Public Forum: members of the public are invited to make comments and raise items:</b> (time restricted to 3 minutes each)	
03112022/04	<b>4.To receive a brief verbal report from Ward member – Cllr John Hardwick:</b> Cllr Hardwick had sent his report to the Chair, which was read out in his absence. It focused on next year's Herefordshire Council Draft budget. Cabinet and Officers are battling to set a balance budget, very difficult when working with inflation, continuing austerity from Government grants and the overhanging budget statement due on 17 <sup>th</sup> November with further cuts hinted at. There is a predicted £9m deficit, with more cuts to services inevitable. The PC might wish to consider this setting its PC budget.	
03112022/05	<b>5.To approve as correct the Minutes of the meeting held on 29<sup>th</sup> September 2022:</b> The Minutes of the meeting were <b>APPROVED</b> . It was noted that the Minutes of the last meeting were not on the Website and neither was the Agenda. This is because the contractor has not had the time to attend to the PC website. It was <b>AGREED</b> to post the Agenda to the notice boards in future to ensure it is in the public domain.	Clerk
03112022/06	<b>6. Planning:</b> <b>a) To note comments made between meetings:</b> None	

	<b>b) To comment on new planning applications for determination by Herefordshire Council:</b>			Clerk
	<b>Reference</b>	<b>Description</b>	<b>Comments</b>	
	P213187	The Stables, Upper Dormington, Hereford – Proposed replacement barn/storage building to provide agricultural and light industrial usage as original purposes (part retrospective)	Support	
	<b>Reference</b>	<b>Description</b>	<b>PC Comments</b>	<b>Status</b>
	P221899	St Peters Church Dormington – replace gates with free standing posts to churchyard with new ones	Support	Approved with conditions
	P222459	Old Rectory Mordiford – Eucalyptus species remove the tree to prevent damage to the historical wall.	Support	Trees in conservation area – works can proceed
	P222124	Morell Well Cottage, Mordiford – proposed 3 bay timber garage with stone access track (retrospective)	Support	Approved with conditions
	P222204	Yew Tree House, Dormington – proposed conversion of first floor of detached garage.	Support	Valid
	P221940	Land at Church Field Dormington – reserved matters following outline approval 184473	Support	Valid – approval of reserved matters
	P221634	Priors Court Dormington – part retrospective conversion of barn to residential	Support	Valid
	<b>d) To receive an update from the NDP Steering Group:</b> Notes from the NDP SG meeting on 5 <sup>th</sup> Oct were <b>APPROVED</b> . The Chair summarised the findings of the draft AECOM Site Assessment of the 8 submitted sites, and after some discussion with members of the public, emphasised that any sites not selected for inclusion in the NDP Site Allocation can apply for planning permission with Herefordshire Council. (The purpose of the NDP and therefore its assessment criteria are somewhat different to an ordinary planning application). Following this, Councillors <b>agreed</b> the report could be put into the public domain and each applicant provided with a copy. It is intended that a public consultation on the Draft plan be held in the New Year once the report on the Design Codes has been			Clerk

	<p>received. As part of this, the Chair had taken AECOM representatives around the Parish earlier that day to look at representative views, and the local building vernacular.</p> <p>The Clerk informed Councillors that the maximum grant to cover the Planning Consultant's fees to the end of the financial year had been applied for and that there is no facility to apply for funds retrospectively.</p> <p><b>e) To receive an update on the NDP Parish Housing Needs survey:</b> It was <b>AGREED</b> that there was a need for a survey to strengthen the NDP. The Clerk will obtain the questions from Mohamed Mohamed at Herefordshire Council and a survey will be conducted using Survey Monkey and published on Social Media as this is the platform where the most responses are received.</p> <p><b>f) To consider the rural settlement hierarchy – the final opportunity to comment on data associated with the parish settlements – cut off date 11<sup>th</sup> November 2022:</b> It was <b>AGREED</b> the Clerk send over the comments collated by 11<sup>th</sup> November 2022.</p>	<p>JC/ MP/ Clerk</p> <p>Clerk</p>																																													
03112022/07	<p><b>7. Finance:</b></p> <p><b>a) To note bank balances:</b></p> <p><b>Current Account: £7985.63</b></p> <p><b>Reserve Account: £74,640.04</b></p> <p><b>b) To consider the following payments:</b></p> <table border="1"> <thead> <tr> <th>Payee</th><th>Description</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Julia Cotton</td><td>Heavy duty boxes for Foodbank – B&amp;Q</td><td>£28.00</td></tr> <tr> <td>Kirkwells</td><td>Stage 2 payment – further work on the NDP Draft Plan – 2 days @£540</td><td>£1296.00</td></tr> <tr> <td>Dormington PCC</td><td>50% contribution to Japanese knotweed removal previously agreed</td><td>£464.00</td></tr> <tr> <td>Julia Cotton</td><td>Moon – Sundry NDP expenses</td><td>£49.40</td></tr> <tr> <td>SLCC</td><td>Principal membership for Clerk</td><td>£41.25</td></tr> <tr> <td>Fownhope PC</td><td>Contribution towards Bus service - 458</td><td>£180.00</td></tr> <tr> <td>D C Gardening</td><td>Inv SI-1378 Lengthsman</td><td>£276.00</td></tr> <tr> <td>D C Gardening</td><td>Inv SI-1425</td><td>£504.00</td></tr> <tr> <td>Enviroability</td><td>Inv 4650 Lengthsman</td><td>£230.00</td></tr> <tr> <td>Enviroability</td><td>Inv 4668 Lengthsman</td><td>£257.50</td></tr> <tr> <td>Clare Preece</td><td>Clerks expenses</td><td>£66.80</td></tr> <tr> <td>Clare Preece</td><td>Amazon 2 x Angle measuring devices for Burial ground safety</td><td>£55.98</td></tr> <tr> <td>SLCC</td><td>Election training for Clerk</td><td>£18.00</td></tr> <tr> <td>Mike Jones</td><td>Reimbursement for Dog waste printing leaflets – PIP Printing</td><td>£26.59</td></tr> </tbody> </table>	Payee	Description	Amount	Julia Cotton	Heavy duty boxes for Foodbank – B&Q	£28.00	Kirkwells	Stage 2 payment – further work on the NDP Draft Plan – 2 days @£540	£1296.00	Dormington PCC	50% contribution to Japanese knotweed removal previously agreed	£464.00	Julia Cotton	Moon – Sundry NDP expenses	£49.40	SLCC	Principal membership for Clerk	£41.25	Fownhope PC	Contribution towards Bus service - 458	£180.00	D C Gardening	Inv SI-1378 Lengthsman	£276.00	D C Gardening	Inv SI-1425	£504.00	Enviroability	Inv 4650 Lengthsman	£230.00	Enviroability	Inv 4668 Lengthsman	£257.50	Clare Preece	Clerks expenses	£66.80	Clare Preece	Amazon 2 x Angle measuring devices for Burial ground safety	£55.98	SLCC	Election training for Clerk	£18.00	Mike Jones	Reimbursement for Dog waste printing leaflets – PIP Printing	£26.59	
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03112022/08	<p><b>8. Footpaths/Commons/Rivers/Open spaces:</b></p> <p><b>a) To consider the Footpaths report from the working group:</b> the last maintenance for the season was carried out in October and reactive maintenance will take place during the winter months. 2 fallen trees have been removed from MF6 and MF27.</p> <p><b>b) To receive an update on Checkley Common:</b> At the previous meeting the PC did not agree to fund cutting the common, as the proposed cut did not match the requirements of the environmental management plan. However, the ash trees on the common were felled prior to any cutting, and the remaining brash lying on the common means cutting may now not be possible for the next few years. The landowner agreed to meet with the Chair to discuss the next steps including how to deal with the brash, at a date yet to be agreed.</p> <p>A local contractor who has both equipment and conservation grassland management experience has agreed in principle to undertake the work on Checkley, Broadmoor and other areas on the Woolhope Dome. If the landowner(s) support this they can begin to seek grants for funding.</p> <p><b>c) To receive an update on the Black Poplar (BP) DNA testing:</b> the Chair had contacted Mr Tony Norman, the county's BP expert. The PC agreed previously to fund four DNA samples from the Checkley BPs, and next March will carry out sample collection with Mr Norman. The cost of four samples is £75 per sample. Several other samples will be taken at the same time, and the PC will be billed for four.</p> <p><b>d) To consider slightly moving a footpath to accommodate a long-standing wild bees nest:</b> the nest is located in a hollow tree on MF4 a footpath near Backbury Waste and has been there for at least 12 years. Rather than destroy the nest, moving the footpath slightly up the slope would help protect the bees and walkers. This was thought not to be a problem and the work was <b>APPROVED</b>.</p> <p><b>e) To receive an update on the school footpath – safeguarding fencing, solar panels, stakeholder input:</b> The Chair reported Conrad Energy have had permission from the parent company to fund the groundworks, supply and installation of weldmesh fencing to create an alternative permissive footpath around the school perimeter; to supply and install solar panels and EV chargers and provide an educational programme to fit with the school curriculum. Planning permission may be needed, and Herefordshire Council has been contacted for advice on how to proceed. Conrad Energy will undertake the planning process and fund the application, which will be made by the school. James Hereford has emailed to say he is fully supportive of the project. Whilst the permissive footpath is being created, the school has begun the application for the closure of the existing footpath which they have been told may take 18 months. The project intends to use local contractors for all possible aspects</p>	<p>JC</p> <p>MJ</p>
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	and quotations will be sought once planning requirements are clarified.	
03112022/09	<p><b>9. Highways/Rural Roads/Bridges:</b></p> <p><b>a) To receive an update on the Community Speedwatch group:</b> Vetting forms were posted to the prospective group organiser, but there has been no response to date. It was <b>AGREED</b> to remove this item from the Agenda for the time being.</p> <p><b>b) To receive an update on the Mordiford Bridge site assessment – the cost of community commissioning assessment (to determine feasibility for traffic calming and quote for works:</b> The Parish Council are awaiting a response from Balfour Beatty on the cost of a survey. Signage 16.5 T “For Access Only” is in place at either end of the bridge. Weight restrictions, signage, and location should also be reviewed; it was noted that the bridge may be at risk of further structural damage as traffic has increased as well as maximum lorry weights - from 16.5 tonnes in the 1960s to 44 tonnes in 2012.</p> <p><b>c) To receive an update on the Drainage works:</b> The Clerk emailed Pam from D C Gardening on 8<sup>th</sup> October confirming the work can go ahead. Nothing has been heard back and work has not yet started. It was <b>AGREED</b> that the Clerk chase this up.</p> <p><b>d)To receive an update on the restarting of the TRO (including Village Gates for Dormington and Mordiford and dragon teeth in Dormington):</b> It was <b>AGREED</b> that a working group needs to be set up to tackle this task. The Minutes of the meeting from 16<sup>th</sup> March 2015 contain a list of requirements which are still mainly valid today. Cllrs Jones, Billig and Grant <b>AGREED</b> to form the working group and will report back to the Parish Council on their progress.</p> <p><b>e) To receive an update on the Village Safety Initiative response to BBLP made in May 2022:</b> There has been no response from Balfour Beatty to a recent email sent by the Clerk to chase this up. It was <b>AGREED</b> to add this to the matters being dealt with by the TRO working group in point d) above.</p> <p><b>f) To discuss traffic in Mordiford including a possible footpath to link Wallflower Row with the rest of the village if the area floods. Cutting back the hedgerow at the school and providing a school crossing sign as well as an update on the sign highlighting the school entrance:</b> It was <b>AGREED</b> to add this to the work being undertaken by the newly formed working group in point d) above.</p> <p><b>g) To consider a “No HGV” sign for the Woolhope Road:</b> This was taken off the agenda as it was not thought to be enforceable.</p> <p><b>h) To receive an update on the overgrown hedge reported to BBLP at Sufton Rise:</b> It is unclear as to whether the matter had previously been recorded as there is a handover of work between Balfour Beatty and Herefordshire Council although Cllr</p>	<p>Clerk</p> <p>EG/ MB/ MJ</p> <p>EG/ MB/ MJ</p> <p>EG/ MB? MJ</p> <p>DH</p>

	Hughes is sure the matter has previously gone to enforcement. Cllr Hughes <b>AGREED</b> to speak to the houseowner to see if they would like the Parish Council to cut it down on their behalf.	
03112022/10	<p><b>10. Health/Safety and the Environment:</b></p> <p><b>a) To receive an update on the Japanese Knotweed:</b> The first visit has been undertaken and it is beginning to die back. It was <b>AGREED</b> that the Clerk transfer over the rest of the agreed donation to Dormington PCC (£691).</p> <p><b>b) To receive an update on the new defibrillators:</b> Cllr Jones said that nearly all the permissions are in place and once received in full he can proceed with the installation.</p> <p><b>c) To receive an update on the Mordiford Church Wall:</b> The Chairman is meeting with the Diocese on 16<sup>th</sup> November. They wish to have the wall rebuilt. The Chairman will report back at the next meeting.</p> <p><b>d) To receive an update on the Emergency plan:</b> Nothing to report this month.</p>	<p>Clerk</p> <p>MJ</p> <p>JC</p> <p>EG</p>
030112022/11	<p><b>11. Communications/Newsletters/Social media/Community engagement :</b></p> <p><b>a) To receive an update on the new website and whether a contractor to finish off the work has been found:</b> Nothing to report.</p> <p><b>b) To agree a date for Clerk training in Microsoft publisher to enable the production of the Dragon newsletter:</b> The Chairman will send over some links to online training for the Clerk.</p> <p><b>c) To agree to support Nick Brewin as Dormington representative for Tarrington Hall:</b> This was unanimously <b>SUPPORTED</b>.</p> <p><b>d) To receive an update on contact from Herefordshire Council concerning the amalgamation of the two group Parish Councils into one:</b> The Chair received a response earlier in the day; there was some discussion about what the benefits might be (the cost of holding an election should this arise would be halved, but it was unclear without reading the guidance if the number of councillors would remain the same or be reduced. In any case, a Community Governance Review could not be held until after the elections in May 2023.</p> <p><b>e) To acknowledge receipt of the Clerk's annual appraisal report:</b> The report was acknowledged.</p> <p><b>f) To note the Parish Council elections on 4<sup>th</sup> May 2023 and associated costs.</b> These were <b>NOTED</b>. The Clerk is booked to attend Election training with the SLCC in the new year.</p>	<p>JC</p> <p>Clerk</p> <p>JC/Clerk</p>
03112022/12	<p><b>12. Parish Council policies and resources:</b></p> <p><b>a) To receive an update on the inspection of assets:</b> The new bus stop must have an annual inspection and must be added to the insurance register by the Clerk. The PC has two bus stops, one is a wooden shed on Dormington Road, the other is on the Ledbury Road. The flag is still missing from the original bus stop</p>	ALL

	<p>and is at the depot awaiting a site visit. There is sufficient grit remaining for the winter season (2 pallets) and five grit bins. It was <b>AGREED</b> the Clerk will undertake some site inspections. Cllr Preedy will inspect the assets on the Mordiford Loop walk. Others will be undertaken by those living closest.</p> <p><b>b) To consider the remaining policies drawn up by the Clerk for approval:</b> The Clerk will bring this forward to the next meeting.</p>	
03112022/13	<p><b>13. To note the date and time of the next meeting: The next meeting will take place on Thursday 19th January 2023 at 7.30pm in Mordiford School.</b></p> <p><b>The meeting was closed at 21.17</b></p>	

Signed Chair

Date: