



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



### Minutes of the Meeting of the Group Parish Council held on Monday 20<sup>th</sup> April 2015 at 7.30pm

#### Present

Cllrs Ray Dickson (Vice Chair), Cllr Ashton Jones, Brian Dukes, John Lee, John Litchfield, David Lloyd, Cheryl Shearer

#### In attendance

Ward Cllr John Hardwick

Chris Bucknell – Clerk

4 members of the public (including nominated persons Graham Finnigan and John Jones)

Item	Minutes	Action
553	<b>To Receive Apologies for Absence</b> Cllr N Brewin, Cllr Radnor (for first part of meeting)	
554	<b>Declarations of Interest</b> a) There were no Declarations of Interest b) No written requests for dispensations had been received	
555	<b>To accept minutes of the previous meeting held on 16<sup>th</sup> March 2015</b> <b>Resolved:</b> Minutes of meeting held on 16 <sup>th</sup> March 2015 were agreed and signed by the Vice Chairman.	
556	<b>To receive brief verbal reports from:</b> <b>a) Police Representative</b> No police representative was present and there was no update.  <b>b) Neighbourhood Watch Update</b> A white van had been seen acting in a suspicious manner. Cllr Dukes had alerted Neighbourhood Watch but the police did not attend. Birds are nesting in Pentaloe Close, in a hedge, leading to Mangerdine. Western Power have been out to inspect the area.  A member of the public reported a break in at The Stables in Mordiford, where £12,000 of equipment etc had been taken. He noted that he was disappointed that the police had not investigated.  <i>Post meeting note: Cllr Radnor reported that the day after the break-in a PCSO called at her house to see if anything had been caught on CCTV, which unfortunately it hadn't.</i>  <b>c) Ward Member</b> Cllr Hardwick reported that he will continue to follow up the traffic issues. He also spoke about the Planning Meeting where the Court Farm Anaerobic Digester application was discussed. 6 of the Planning Committee voted for approval and 6 against, the Chair added a casting vote and the application was approved. Cllr Hardwick said the aim was to complete a road to come out of the Cock of Tupsley which would alleviate many of the concerns regarding traffic, although this couldn't be made a condition of the approval. He pledged to follow the Traffic Management Plan through. Cllr Hardwick concluded by saying that he had very much enjoyed coming to the GPC meetings and hoped his presence and input had been useful. The Chair thanked Cllr Hardwick for all his hard	

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	<p>work and commitment to the area.</p> <p><b>d) WM Housing</b></p> <p>The following update had been received from Erika Fowkes (WM Housing) regarding shared ownership properties. There are 3 reserved properties and and one 3 bed house still available. The first sale completion is due on Friday, 18<sup>th</sup> April, the others are expected to take longer.</p> <p>The following update has been received from Sarah Harrison Branter (WM Housing) regarding rented properties.</p> <table><tr><td>1 Shepherds Orchard</td><td>2b 3p gff</td><td>Brother lives in primary Parish</td></tr><tr><td>2 Shepherds Orchard</td><td>2b 3p gff</td><td>Works in secondary Parish</td></tr><tr><td>3 Shepherds Orchard</td><td>2b 3p fff</td><td>Daughter goes to Lugwardine Primary School</td></tr><tr><td>4 Shepherds Orchard</td><td>2b 3p fff</td><td>Lives in primary Parish</td></tr><tr><td>5 Shepherds Orchard</td><td>2b 4p house</td><td>Lives in primary Parish</td></tr><tr><td>10 Shepherds Orchard</td><td>2b 3p bungalow</td><td>Lived in secondary Parish recently</td></tr><tr><td>11 Shepherds Orchard</td><td>2b 3p bungalow</td><td>Son lives in secondary Parish</td></tr><tr><td>12 Shepherds Orchard</td><td>2b 3p bungalow</td><td>Son lives in secondary Parish</td></tr></table> <p>Cllrs had visited the properties on 25<sup>th</sup> March 2015 and noted that they were impressed with the design and layout of the properties.</p>	1 Shepherds Orchard	2b 3p gff	Brother lives in primary Parish	2 Shepherds Orchard	2b 3p gff	Works in secondary Parish	3 Shepherds Orchard	2b 3p fff	Daughter goes to Lugwardine Primary School	4 Shepherds Orchard	2b 3p fff	Lives in primary Parish	5 Shepherds Orchard	2b 4p house	Lives in primary Parish	10 Shepherds Orchard	2b 3p bungalow	Lived in secondary Parish recently	11 Shepherds Orchard	2b 3p bungalow	Son lives in secondary Parish	12 Shepherds Orchard	2b 3p bungalow	Son lives in secondary Parish	
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557	<p><b>Public Participation Session</b></p> <p>The Mordiford Green Working Party were complimented on their hard work. The Chair welcomed two candidates who had put themselves forward for election to Mordiford Parish Council, Graham Finnigan and John Jones.</p> <p>A member of the public queried why a donation had been made towards the upkeep of the Dormington churchyard, saying this was an open churchyard and as such was the responsibility of the PCC. Cllr Hardwick noted that it was normal practice for Parish Council’s to support the upkeep of their churchyard, regardless of whether it was open or closed.</p>																									
558	<p><b>To Consider Planning Matters</b></p> <p><b>a) To Consider any Planning Applications</b></p> <table><tr><th>Reference</th><th>Application</th></tr><tr><td>150673</td><td>Land adjacent to Sufton Rise. Provision of waste water system including above ground kiosk and perimeter fencing (retrospective). <i>Application circulated and no objections received</i></td></tr></table> <p><b>b) To Note and Decisions/Notifications Received</b></p> <table><tr><th>Reference</th><th>Application</th><th>Decision</th></tr><tr><td>150420</td><td>16 The Maltings, Dormington. Proposed single storey extension and driveway alterations.</td><td>Approved with Conditions</td></tr><tr><td>P150321/FH</td><td>Hill View, Checkley. Proposed garage and workshop</td><td>Approved with Conditions</td></tr><tr><td>P150290/F</td><td>Mordiford Church of England Primary School – proposed erection of canopy over existing paved play area</td><td>Approved with Conditions</td></tr></table>	Reference	Application	150673	Land adjacent to Sufton Rise. Provision of waste water system including above ground kiosk and perimeter fencing (retrospective). <i>Application circulated and no objections received</i>	Reference	Application	Decision	150420	16 The Maltings, Dormington. Proposed single storey extension and driveway alterations.	Approved with Conditions	P150321/FH	Hill View, Checkley. Proposed garage and workshop	Approved with Conditions	P150290/F	Mordiford Church of England Primary School – proposed erection of canopy over existing paved play area	Approved with Conditions									
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559	Reference	Application	Decision	
	P112834/N	The Court, Rectory Road, Hampton Bishop - anaerobic digester proposal.	Approved with Conditions	
	P143272/F	Stable and yard north of Mews House, Mordiford. Proposed earth shelter dwelling to replace an existing stable and storage building.	Awaiting Decision	
	Finance			
	a) To receive a Finance Report from the RFO			
	Business Current Account £16,113.40 (Bank statement awaited) Business Reserve account £4,305.63 (Bank Statement 19/02/15). It should be noted that the above funds include earmarked reserves and grant funding and should not be considered as available funds. Income since the last meeting - £575 for Burial Ground and £29.79 for Wayleave.			
	b) To agree payment of outstanding invoices			
	Cheque	Expenditure	Amount	
	858	Fownhope Parish Council. Invoice dated 18/03/15. Bus subsidy for period September 2014 to February 2015.	£108.00	
	859	D C Gardening. Invoice 330 dated 31/03/15. Churchyard and Burial Ground visit March 2015. £192.81 + VAT	£231.37	
860	Wellington Parish Council. 50% of net cost of ink cartridges for Clerk. Viking invoice 895146 dated 27/03/15.	£60.50		
861	Enviroability invoice 1372 dated 24/03/15. Fix fence and gates. P3 grant	£171.50		
862	£25 voucher for hire of digger. As agreed at Item 544b March GPC Meeting. Via Cllr Dickson	£25.00		
863	Clerk's Expenses January to March 2015. To include voucher as agreed at January GPC meeting and 50% contribution to SLCC membership	£185.99		
864	PIP Printing. Invoice 59380 dated 14/04/15. April Edition of The Dragon. 350 copies	£296.10		
	Resolved: Payments approved			Clerk
	c) To Consider HALC Membership for 2015/16			
	Resolved: To renew HALC Membership for 2015/16 but to review impact and level of advice and resources over the coming year.			Clerk
	Cheque	Expenditure	Amount	
	866	HALC Membership 2015/16 Invoice 5032 £344.38 + VAT	£413.26	
560	Highways, Footpaths and Commons			
	a) Mordiford Traffic/Pedestrian Safety Proposals			
	There was no more to report on this. Cllr Hardwick would continue to pursue it.			
	b) Highways and Footpath Issues			
	It was noted that the tarmac on the end of the footpath (pavement) below the Burial Ground is crumbling and needs a curb stone to retain the tarmac on the path. The Clerk would report this. (CAS-506863-X0Z2H8 Balfour Beatty ref: 11021695)			
	Cllr Litchfield expressed frustration at comments made at Dormington Parish Meeting regarding footpaths.			Clerk

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561	With regard to the request to create a formal footpath linking DR3 to DR2 (coming out at Moormill Cottage), Cllr Litchfield noted that the landowner could request a footpath but the GPC could not request one.							
	Cllr Litchfield reported that he had discussed footpath DR1 with the Locality Steward and if it followed the legal line it would be blocked by buildings. This would be monitored.	JL						
	Cllr Hardwick noted that a permissive path could be created at the landowners discretion but the P3 grant could not be used to maintain a permissive path as the level of grant was calculated by the number of Km of designated footpaths and not any permissive paths.							
	Cllr Litchfield also confirmed that the path across the headlands was not a legal line.							
	<b>Resolved:</b> Cllr Shearer would reword the relevant part of the Dormington Parish Meeting minutes and would contact John Wood asking him to ring Cllr Litchfield directly regarding his concerns.	CS						
	<b>Signage for The Bungalows, Sufton Lane</b> A member of the public had reported they were experiencing difficulties as there was no sign to indicate that The Bungalows were at the end of Sufton Lane. The Clerk noted that this expenditure had been approved in May 2013 and the sign ordered from Amey but had never been installed. The Clerk would follow this up.	Clerk						
	<b>c) To report any defects to the Clerk</b> The culvert had collapsed up the lane towards Prospect Farm. Cllr Dickson would look into it and advise the Clerk if any action were needed.							
	Cllr Radnor joined the meeting at this point	RD						
	The mirror at the end of Larport Lane needed tightening up. <i>Post meeting note: This has been reported and is showing on the HC system as in the process of being completed (CAS-507466-K7G9H8)</i>							
	<b>d) To Report any Jobs for the Lengthsman</b> The green at Pentaloe needed mowing as usual for this time of year.							
	<b>Neighbourhood Planning</b>							
	<b>a) Update on Progress</b> The number of houses which will be required to be built in the area up until 2013 (to meet the 18% growth target, as per the revised Core Strategy) is 57 (total households in the Parish 317). Housing completions up 2011 – 2014 is reported as 3 and the housing commitment as of 1 April 2014 is reported as 25, leaving a commitment of 29 dwellings to meet the target. Cllr Dickson noted that 29 dwellings was a minimum and without a Neighbourhood Plan in place more could be built to any design. The decision for the new Group Parish Council would be whether to take a risk and go forward without a Neighbourhood Plan in place or to proceed with the Neighbourhood Plan to get the protection in law.  The GPC thanked Cllr Shearer and the Clerk for all their work on the Neighbourhood Plan.							
	<b>b) To Consider any Costs Related to Neighbourhood Planning</b>							
	<table><tr><th>Cheque</th><th>Expenditure</th><th>Amount</th></tr><tr><td>865</td><td>Data Orchard Inv 69 NP Consultancy January to March 2015</td><td>£122.50</td></tr></table>	Cheque	Expenditure	Amount	865	Data Orchard Inv 69 NP Consultancy January to March 2015	£122.50	
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	<b>Resolved:</b> Payment approved							

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562	<p><b>Allotments</b></p> <p><b>a) Update from Allotment Working Party</b></p> <p>There has been no response from Nick Edge regarding size details of the Allotments and no progress with handing them over to the GPC. The website login details for the National Allotment Society had now been received. It was noted that weeds were beginning to grow. As agreed at the March meeting the Clerk would send out the NALC tenancy agreement to those interested in allotments in order to keep them informed of progress. An update would be requested for the May meeting.</p>	RD					
563	<p><b>Mordiford Green</b></p> <p><b>a) Update from Working Party</b></p> <p>Fred Davies was going to crop the Elder Tree.</p> <p><b>b) To Consider any costs related to Mordiford Green</b></p> <p>Cllr Dickson would consider how payment should be made to cover volunteer work being done at Mordiford Green.</p> <p>Cllr Dukes was thanked for all his work in relation to Mordiford Green</p>						
564	<p><b>Burial Ground and Closed Churchyard</b></p> <p><b>a) Update from the Working Party</b></p> <p>The hedge was growing well. Cllr Dukes noted that the soil from burials was being left in the corner. It was felt that this was common practice in Burial Grounds. Cllr Radnor said she would ask the Estate if they needed topsoil. The Clerk would ask D C Gardening for the cost of removing this soil and to check the timescale for the next cut in the churchyard.</p> <p><b>b) To Consider any Costs related to the Burial Ground and Closed Churchyard</b></p> <table border="1"> <thead> <tr> <th>Cheque</th><th>Expenditure</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>867</td><td>Work to Burial Ground Tap as agreed at March GPC meeting</td><td>£17.39</td></tr> </tbody> </table> <p>Cllr Dukes was thanked for all his work in relation to the Burial Ground.</p>		Cheque	Expenditure	Amount	867	Work to Burial Ground Tap as agreed at March GPC meeting
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565	<p><b>Scutterdine Lime Kilns</b></p> <p>The tidying up process was continuing with a second skip load having been removed; the slab stone floor had almost been reached. Thanks were given to Cllr Ashton Jones who had burnt much of the rubbish. There was a lot of local interest in what had been found and Cllr Dukes suggested these could be displayed somewhere, maybe in a cabinet in the Little Green Hut. It would be necessary to get a working group together to look at an application to the Heritage Lottery Fund.</p>	Clerk					
566	<p><b>Update on Memorial for Local Resident</b></p> <p>The PCC had agreed to share the cost of the memorial bench and had offered to site the bench in the Churchyard, which the family had accepted. This would be progressed once the Faculty had been approved. The benches at Mordiford Green had been purchased from H W Morgan and had cost £160 + VAT. It was not known whether this was the type of bench the Faculty would approve and this would be followed up.</p>						
567	<p><b>Update on Election Processes and Procedures</b></p> <p>The Clerk gave an update on the Election Timetable and the fact that all existing Cllrs remained in office until the 4<sup>th</sup> day after the election when they and any new Cllrs took office. There would be a need for all elected Cllrs to sign a Declaration of Acceptance of Office either before or at the next meeting of the GPC which would be the Annual Meeting where the Chairman was elected along with other members of working groups etc.</p>						

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568	<p><b>To Note the Information Sheet (April 2015) and any other Updates</b>  <b>Resolved:</b> The Information Sheet was noted.</p> <p>The Vice Chair thanked Cllr Shearer and Cllr Dukes for all their work and commitment on various projects, mentioning in particular Mordiford Green and Neighbourhood Planning. He also thanked Cllr Lee and Cllr Radnor for all their work and commitment over the past years, in particular Cllr Radnor's work on developing the Iron Room and children's activities.</p>	
569	<p><b>To Raise Items for the next Scheduled Parish Council Meeting</b>  None were raised</p>	
570	<p><b>To Note Date and Time of the Annual Meeting of the Group Parish Council</b>  Monday 18<sup>th</sup> May 2015 at 7.30pm in Mordiford School Hall.</p> <p>The meeting closed at 9.30 pm</p> <p>Signed ..... Date 18<sup>th</sup> May 2015  Vice Chairman of Dormington and Mordiford Group Parish Council</p>	