



## DORMINGTON & MORDIFORD GROUP PARISH COUNCIL



### MINUTES OF THE MEETING HELD ON THURSDAY 19<sup>th</sup> JANUARY 2023

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 Mike Jones- Vice Chairman  
Cllr Mel Preedy  
Cllr Derek Hughes  
Cllr Marcus Billig  
Rev Chris Moore –  
Mordiford Church  
Mrs Kerry Diamond

#### Apologies:

Cllr John Hardwick  
Cllr Julia Cotton – Chairman  
Cllr Euan Grant

#### In attendance

Clare Preece – Clerk

Reference	Minute	Action
19012023/01	<b>1.To receive apologies for absence:</b> Julia Cotton, John Hardwick and Euan Grant	
19012023/02	<b>2. To disclose personal and pecuniary interests in items of business listed below:</b> Cllr Billig expressed an interest in the Site allocation report produced by AECOM.	
19012023/03	<b>3. Public Forum:</b> members of the public were invited to make comments and raise items (time restricted to 3 minutes each):  i)Chris Moore asked for item 10b – the Mordiford Church Wall to be brought forward. The Acting Chairman, Cllr Mike Jones agreed. Rev Moore gave the Council an update on the current situation concerning the wall at Mordiford Church.  The Grade II listed wall collapsed several years ago and a heritage builder will be needed to rebuild it. The Churchyard has been closed since 1910 by public order but the Parochial Church Council did not serve notice on the Parish Council to transfer the liability for the wall so responsibility for it still lies with the Church. It is estimated that rebuilding the wall will cost in the region of £100K however the Church only has around £8.5-£9K in the bank to meet this cost. The Church hoped that a joint funding effort can take place with the Parish council.	

	<p>The Church will retain ownership of the churchyard but will hand it over to the Parish Council once all the repairs have been carried out. Fencing has been installed to protect the boundary with the help of Major Hereford and the area has been made safe. A stonemason has also carried out a safety inspection. A query was raised as to whether the churchyard could be handed over to the Parish Council with the wall in it's current state but Cllr Preedy was able to shed light on this subject as she had dealt with it in her previous Clerking role and following her investigation at the time she reiterated that the was not legally possible and that it must be in a good state of repair to enable this transaction to take place. The Church has access to grant funding streams that the Parish Council do not although the project is not viewed as a very attractive one from the point of view of the Heritage Lottery fund. It cannot be classified as a Conservation Area as there is not currently a wall to conserve. The Diocese are however, confident that their applications for funding will be successful.</p> <p>ii) Kerry Diamond representing DCAT, asked if the Parish council had any events planned for the Coronation weekend at the beginning of May. Cllr Jones responded and said that Woolhope Parish are going to stage a big event on the Bank Holiday Monday and will be inviting all the neighbouring Parishes. They have all the facilities to stage a large event.</p>	
19012023/04	<p><b>4. To receive a brief verbal report from Ward member – Cllr John Hardwick:</b> In Cllr Hardwick's absence his report was read out by the Clerk as follows: "My report is again focused on the HC Budget and the recommendation going forward to full council meeting on 10<sup>th</sup> February is 4.99% increase (2.99% + 2.00% Adults Social Care) This is the maximum increase permitted without the support of a referendum. With inflation currently running in excess of 10% it is the best option before us. It is a legal requirement to set a balanced budget and much pressure has been put on all sectors to work smarter to achieve this result. At one point the overspend including inflationary pressures was heading towards £20m. However the Rural Grant was a little more generous than originally expected but not as generous as all other areas of the country! Herefordshire seems to be classed as the poor relation by this government.</p> <p>On a more positive note some good news received today is that HC has been awarded a Levelling Up Fund of £19+m towards active travel movements but the council had also bid for funds for Ross, Ledbury &amp; Ross-on-Wye which were not granted. However, it is the wish of this administration to continue with other funding options for these important areas within our county."</p>	
19012023/05	<p><b>5. To approve as correct the Minutes of the meeting held on 3<sup>rd</sup> November 2023:</b> The Minutes were <b>APPROVED</b>.</p>	

19012023/06

6.Planning:

Reference	Description	Comments
P223630/ P223631	Swilgrove Cottage, Herefordshire, HR1 4ND – Proposed works to include single storey extensions to north and the south, upgrading and altering existing extensions including reducing the amount of glazing, adding insulation, cladding much of the extensions in timber and changing the roofs of the extensions to metal seam plus internal alterations. Plus listed building consent.	<b>Support/valid</b>
P223446	The Chestnuts, Checkley, HR1 4ND Proposed replacement dwelling, comprising a 2-storey, 4 bedroom-energy efficient home with a detached plant room and car port.	<b>Support/Valid</b> A large number of HGVs will be used to deliver and remove materials from the site, so the Council suggested restrictions to the working hours to minimize disruption to the neighbours and one the small lanes.
P223756/ P223757	The Clouds, Checkley, Herefordshire HR1 4NA	<b>Support/Valid</b> The Parish Council would like more information on the thermal value of the proposed insulation

b) To comment on new planning applications

Ref	Description	Comments	Status
P224050	Daddlebrook, Checkley, Herefordshire HR1 4ND – proposed erection of a farm building for dry storage.	Support	Valid
P213187	The Stables, Upper Dormington, Hereford – proposed replacement barn/storage building to provide agricultural and	Support	Valid

		light industrial usage as original purposes (part retrospective).			
	P222204	Yew Tree House – proposed conversion of first floor detached garage.	Support	Approved with conditions	
	P221940	Land at Church Field Dormington – reserved matters following outline approval 184473	Support	Valid	
	P221634	Priors Court Dormington – retrospective conversion of barn to residential	Support	Valid	
<p><b>d) To receive and approve the meeting notes from the NDP Steering Group meeting held on 5<sup>th</sup> October 2022.</b> These were <b>APPROVED</b>.</p> <p><b>e) To receive an update from the NDP Steering Group meeting held on 10<sup>th</sup> January 2023:</b> The Clerk gave a brief verbal report on the business discussed at the last NDP steering group meeting –</p> <p>The Site allocation report has been submitted to Locality. It is now complete and has been signed off. The Design code team visited the Parish and are in the throes of completing their report. The planning consultant said that there is not that much work left to do on the Draft plan Version 3 and once this is complete it will be ready for it's first informal Public Consultation. It had been previously agreed to do a Parish Housing needs survey to support the evidence base. It was suggested a hard copy be sent out to residents and the Clerk has approached PIP Printing for a quote on an introductory letter, questionnaire, envelope stuffing and pre-paid reply service.</p> <p>It was pointed out that the method which yielded the most responses to the Vision and Objectives survey was carried out using Survey Monkey and Microsoft forms. It was <b>AGREED</b> that this method should be used in conjunction with the hard copy.</p> <p>There has been some concerns about Council resources to cover the time involved in completing these tasks. The Clerk will come back with a quote at the next meeting for approval.</p> <p>The Parish/School Hall committee are due to meet again soon and an update on the state of play will be reported on at the next meeting.</p> <p><b>f) To consider a response to the Local plan 2021-2041 Agriculture planning:</b> It was <b>AGREED</b> that this was not relevant to the Parish.</p> <p><b>g) To receive feedback from the HC with regards to the big Economic Plan:</b> The Clerk informed Councillors that the survey did not require an email address to be registered just</p>					

	a tick box exercise to say what type of body the response represented.																																																																									
19012023/07	<p><b>7. Finance:</b></p> <p><b>a) To note bank balances:</b>            (£10,000 transfer from reserves to current account)            Current Account: £1557.87            Reserves: £64.701.75</p> <p><b>b) To consider the following payments:</b>  <b>All payments APPROVED:</b></p> <table border="1"> <thead> <tr> <th>Payee</th><th>Description</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Defib Warehouse</td><td>2 x defibrillators</td><td>£2856.00</td></tr> <tr> <td>D C Gardening</td><td>Drainage Work SI-1442</td><td>£7045.20</td></tr> <tr> <td>Clare Preece</td><td>Microsoft Subs</td><td>£59.99</td></tr> <tr> <td>Clare Preece</td><td>Christmas Tree</td><td>£149.99</td></tr> <tr> <td>Clare Preece</td><td>Malwarebytes</td><td>£29.99</td></tr> <tr> <td>Kirkwells</td><td>Inv 1168</td><td>£648.00</td></tr> <tr> <td>SLCC</td><td>CiLCA England conversion</td><td>£30.00</td></tr> <tr> <td>Clare Preece</td><td>Expenses Dec</td><td>£156.68</td></tr> <tr> <td>Clare Preece</td><td>EE broadband Dec</td><td>£22.00</td></tr> <tr> <td>Gary Jones</td><td>PROW - Handrail</td><td>£45.00</td></tr> <tr> <td>Julia Cotton</td><td>Christmas Tree Decs</td><td>£74.16</td></tr> <tr> <td>Clare Preece</td><td>Amazon Headset</td><td>£29.08</td></tr> <tr> <td>Clare Preece</td><td>Expenses Jan</td><td>£117.77</td></tr> <tr> <td>HALC</td><td>Annual membership</td><td>£690.36</td></tr> <tr> <td>Priors Frome Chapel</td><td>3 x Hall Hire</td><td>£90.00</td></tr> <tr> <td>Mordiford School</td><td>6 x hall hire</td><td>£120.00</td></tr> <tr> <td>Clare Preece</td><td>Ink</td><td>£26.00</td></tr> <tr> <td>Mike Law</td><td>Fencing</td><td>£1395.00</td></tr> <tr> <td>Benefice</td><td>Annual</td><td>£50.00</td></tr> <tr> <td>magazine</td><td>Subscription</td><td></td></tr> <tr> <td>Mike Jones</td><td>Post fix x 3</td><td>£19.20</td></tr> <tr> <td>D C Gardening</td><td>SI-1470 Works at Sufton Rise</td><td>£540.00</td></tr> <tr> <td>D C Gardening</td><td>SI-1469 Works at allotments</td><td>£960.00</td></tr> </tbody> </table> <p><b>c) To consider quote for publisher/excel training for Clerk:</b>            It was <b>AGREED</b> to accept the quote from Hoople Training for £395.00 plus VAT</p> <p><b>d) To consider replacing the broken convex mirror at Mordiford at a cost of £35.99:</b> It was <b>AGREED</b> to support the cost and installation of this.</p>	Payee	Description	Amount	Defib Warehouse	2 x defibrillators	£2856.00	D C Gardening	Drainage Work SI-1442	£7045.20	Clare Preece	Microsoft Subs	£59.99	Clare Preece	Christmas Tree	£149.99	Clare Preece	Malwarebytes	£29.99	Kirkwells	Inv 1168	£648.00	SLCC	CiLCA England conversion	£30.00	Clare Preece	Expenses Dec	£156.68	Clare Preece	EE broadband Dec	£22.00	Gary Jones	PROW - Handrail	£45.00	Julia Cotton	Christmas Tree Decs	£74.16	Clare Preece	Amazon Headset	£29.08	Clare Preece	Expenses Jan	£117.77	HALC	Annual membership	£690.36	Priors Frome Chapel	3 x Hall Hire	£90.00	Mordiford School	6 x hall hire	£120.00	Clare Preece	Ink	£26.00	Mike Law	Fencing	£1395.00	Benefice	Annual	£50.00	magazine	Subscription		Mike Jones	Post fix x 3	£19.20	D C Gardening	SI-1470 Works at Sufton Rise	£540.00	D C Gardening	SI-1469 Works at allotments	£960.00	<p>CP</p> <p>MJ</p>
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19012023/08	<p><b>8. Footpaths/Commons/Rivers/Open spaces:</b></p> <p><b>a) To consider the Footpaths report form the working</b></p>																																																																									

	<p><b>group:</b>  New Waymarking Post on MF12  Fix and make safe hand rail on MF10 and replace rotten post  Re fix bridle path posts on DR4 and DR10A  New handrail fitted to MF9  Style replaced with metal gate on MF/21  New footpath gate to replace rotten one on MF/16  2023 PROW maintenance booked with Enviroability.  <b>b) To receive an update on the Checkley Common management plan:</b> There is no update at present.  <b>c) To receive any update on the Black Poplar DNA testing:</b>  This is an ongoing project.  <b>d) To receive an update on the school footpath project:</b>  <b>i) Response required to Path diversion consultation: C S Birks FRICS:</b>  <b>Update on school footpath/fencing/solar panels/EV charger:</b> It was confirmed by Rebecca Jenman that planning permission is not required for the solar panels, safeguarding fencing.  The plan showing footpath alternative route needs amending so that the planned entrance. It is currently leading onto the main road which is dangerous. The Clerk will respond to HC's and to Colin Birks (representing Mordiford School).</p>	<p>MJ CP</p>
19012023/09	<p><b>9. Highways/rural roads/bridges:</b>  <b>a) To agree the objectives of the working group (Cllr Grant, Cllr Billig and Cllr Jones), dealing with the Village safety initiative to be co-ordinated by the Clerk and to receive an update on the progress so far:</b> This is an ongoing project. The current Locality Steward has handed in his notice and there has been no time to meet.  <b>b) To consider the Mordiford School road incident and whether to support the suggestion by Julie Freeman of HC Safer roads to install flashing patrol warning lights on the B4244 as they are currently on the Dormington Road only:</b>  It was <b>AGREED</b> that Cllr Jones would speak to the Head Teacher at Mordiford school to ascertain whether there is a school drop off system for children.  <b>c) To receive an update on the Mordiford Bridge site assessment to be carried out by Balfour Beatty:</b> Cllr Jones has requested an update from BB with a reply expected on 20<sup>th</sup> January 2023.  <b>d) To receive feedback on the Drainage Works carried out by D C Gardening and an update on the reimbursement of the partial cost from Balfour Beatty as agreed in the Drainage Contract:</b> Cllr Jones reported he is extremely pleased with the work and that there has been no flooding in Checkley since the work was done.  <b>e) To receive an update on the pothole on the C1292 which has damaged 3 cars. Reported to Balfour Beatty 11129547:</b></p>	<p>EG/MB/MJ MJ MJ</p>

	<p>The pothole has now been filled.</p> <p><b>f) To receive an update on Balfour Beatty job reference 11127568 – broken drain at Larport Crossroads:</b> This log has been closed. The Clerk to chase up that the blocked drain has been cleared.</p> <p>Mrs Kerry Diamond reported the faded white lines in the middle of the road at the Maltings. The Clerk has reported this to Balfour Beatty previously and will chase them up.</p>	<p>CP</p> <p>CP</p>
19012023/10	<p><b>10. Health/safety and the environment:</b></p> <p><b>a) To receive an update on the Japanese Knotweed:</b> Matter completed. Take off Agenda.</p> <p><b>b) To receive an update on the installation of the defibrillators:</b> Vik Lockley will be installing these at Checkley and Dormington Churches next Thursday.</p> <p><b>c) To receive an update on the Mordiford Church Wall:</b> Discussed in Public forum.</p> <p><b>d) To consider the Draft Emergency plan:</b> Some slight amendments are needed and this will be brought forward to the next meeting.</p>	<p>EG</p>
19012023/11	<p><b>11. Communications/newsletters/social media/Community engagement :</b></p> <p><b>a) To receive an update on the new website:</b> Cllr Preedy will obtain some quotes for the completion of the document transfer.</p> <p><b>b) To acknowledge the Clerk obtaining CiLCA England:</b> NOTED.</p> <p><b>c) To agree the Clerk's holiday June 26<sup>th</sup> to 30<sup>th</sup> June 2023.</b> AGREED.</p> <p><b>d) To consider Community Events for 2023:</b> The following events will be <b>SUPPORTED</b> by the Council: Egg roll in Checkley and Dormington. May Day celebration in conjunction with the Moon and the first anniversary of the Dragon Trail. Checkley Common picnic. Bonfire night. Kerry Diamond will find out if there is an appetite in Dormington for an Easter Event.</p>	<p>MP</p>
19012023/12	<p><b>12. Parish Council policies and resources:</b></p> <p><b>a) To consider the following draft policies for publication on the Parish Website:</b></p> <p><b>i) Data Protection/GDPR:</b> AGREED</p> <p><b>ii) Equality and Diversity:</b> To be discussed at the next meeting.</p> <p><b>iii) Publication scheme:</b> AGREED</p> <p><b>iv) Training policy:</b> To be discussed at the next meeting. The Clerk to find out if Hoople conduct risk assessment training.</p> <p><b>b) To receive an update on the inspection of assets:</b> Inspection of all benches has been carried out. There has been some mildew noticed on some of the Dragon Trail sculptures and Cllr Preedy <b>AGREED</b> to contact the craftsman</p>	<p>CP</p> <p>CP</p> <p>MP</p>

	to see what he suggests should be used to clean them. Kerry Diamond said that another little survey of householders in the Maltings is being carried out to determine what play equipment is wanted for Maltings Green. At the moment some low steps are being considered.	
19012023/13	<p><b>13. To note the date and time of the next meeting: the next meeting will be held on Thursday 23<sup>rd</sup> February 2023 at 7.30pm in Mordiford School.</b></p> <p><b>Meeting closed at 20.30pm</b></p>	