

DINEDOR PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 19th July 2016 at Dinedor Village Hall

Present: Cllr. Duncan Green Chairman
Cllr. Nick Austin
Cllr. Julia Over
Cllr. Suzanne Penny
Cllr. Chris Smart

In attendance: Liz Kelso Clerk/RFO
6 Members of the public

40/2016 Apologies, Declarations of Interest and Requests for Dispensation

There were no apologies, declarations of interest or requests for dispensation.

Councillor Penny made a statement in connection with a report to the Monitoring Officer alleging that she had failed to declare an interest relating to the acquisition of Dinedor Camp. It was noted that the Monitoring Officer had rejected the complaint.

41/2016 Public Participation

During the period set aside for Public Participation it was noted:

- Fly tipping had been removed
- Some concern was expressed that stones placed on a grass verge might damage a vehicle that has pulled over to let another vehicle pass. The Chairman agreed to approach the owners of the land on an informal basis.

42/2016 Minutes of the Annual Parish Meeting held on 17th May 2016

The Minutes of the Annual Parish Meeting held on 17th May having been previously circulated, were noted. It was agreed that the Chairman be authorised to sign the Minutes as a true record of proceedings at that meeting.

43/2016

Minutes of the Annual Parish Council Meeting held on 17th May 2016

The Minutes of the Annual Parish Council Meeting held on 17th May had also been previously circulated. It was agreed that the Chairman be authorised to sign the Minutes as a true record of proceedings at that meeting.

44/2016

Parish Council Representatives

The following appointments were agreed:

- | | |
|---|-------------------------|
| • Village Hall Committee representative | Councillor Julia Over |
| • Footpaths Officer | Councillor Duncan Green |
| • Enterprize Zone Stakeholder Group | Councillor Duncan Green |

45/2016

Clerk's Report

It was noted:

- **Traffic Flow Data**

As reported at the last meeting, the Clerk has requested traffic flow data from Herefordshire Council for the B4399. Despite requests for an update, a formal response to the request is still awaited. In the absence of a formal response, a Freedom of Information request was agreed.

- **Annual Return**

The Annual Return for the year ended 31st March 2016 has been forwarded to the external auditors.

- **Exercise of Electors Rights**

The period for the exercise of electors rights to view accounts and supporting papers/invoices began earlier this month. Information on the accounts for last year can be found on the notice boards and on the website.

- **Website**

After some considerable difficulty, the Clerk now has access to the website and has made some immediate changes to improve accessibility by the public. Over the next few weeks further information will be put on the website to improve access to information by members of the public and to highlight functions of the parish council.

- **Laptop**

As authorised at the last meeting, a laptop has been purchased for the Clerk's use.

- **Data Protection Registration**

The Data Protection Registration for the parish council has been renewed at a cost of £35.00 since the last meeting.

- **Bank Mandate**

The amendment to the bank mandate, as approved at the last meeting, adding Councillor Julia Over to the list of approved cheque signatories, has been effected.

46/2016 Financial Matters

(a) Payments

Payments as noted on the schedule attached to these Minutes, were approved.

(b) Account balance

The current account balance of £18,937.17 was noted.

(c) Financial Standing Orders

Revised Financial Standing Orders as produced to the meeting were adopted.

47/2016 Dinedor Camp CAT

(a) Progress to date

A report from the solicitor was noted, advising that the transfer is awaiting action from Herefordshire Council. It was agreed that the Clerk be instructed to pursue Herefordshire Council for a speedy transfer.

Members noted evidence that a horse had been ridden through the camp area which might damage the protected site and some evidence of fires being set. It was agreed that in the absence of the identity of the rider, the gate should be shut and a polite notice placed on the gate requesting no horse riding through the site. Similarly the notice can include a note that fires should not be lit.

(b) Management Working Party

Draft terms of reference for a working party to be set up to consider options for the future Management of the Site, and in particular to investigate an appropriate structure or vehicle to manage the Camp were presented. It was agreed that the draft as presented to the meeting be amended to include representatives from the Outdoor Centre and Dinedor Heritage Group and that the title of the group should be Dinedor Camp Management Group.

It was further agreed to defer a decision on the terms of reference pending feedback from the Outdoor Centre.

Finally it was agreed that this be considered further at an Extraordinary Meeting of the Parish Council to take place in August.

(c) Additional Searches

Noting advice from the Solicitor acting for the Parish Council, it was agreed not to request that legal searches in connection with the CAT be re-done in view of the time since they were completed. In the event that the transfer does not take place within the next six months, this will be reconsidered.

48/2016 Planning Matters

(a) Applications for consideration

The following application was responded to under delegated powers since the last meeting:

Ref: P161131/AM
Site: Land North of Tars Mill Farm, Hollow Farm Road, Dinedor
Development: Non material amendment to previous approved application
Comments: There were no further comments regarding this application.

(b) Applications under permitted development rights

None since the last meeting.

(c) Decisions notified since the last meeting

None

49/2016 Neighbourhood Development Plan

(a) Update on progress

Councillor Penny provided an update on progress to date and reported on the meeting of the Steering Group held on 31st May, noting that subject to some small amendments, the draft plan is now nearing the stage for the first stage of the formal consultation process. It was agreed that an extraordinary meeting be held on 23rd August at 7.30pm at the Village Hall (subject to confirmation) to agree the final draft prior to the consultation.

(b) Appointment of additional steering group member

It was agreed that Councillor Julia Over be appointed as an additional steering group member to represent the Parish Council.

(c) **Consultation arrangements**

This item was deferred to the Extraordinary Meeting to be held on 23rd August.

50/2016 Holme Lacy Road Project

Progress on the work on Holme Lacy Road was noted and members of the public questioned the width of the pavement and shared use area, expressing some concern about potential injury from mixing pedestrians with cyclists. However, some felt the works were an improvement to the area and supported the work undertaken. The Chairman reported that he had asked the Ward Councillor to establish who had authorised the project.

It was agreed to establish what the next phase of the project would be, albeit that this is outside of this Parish.

51/2016 Second Wye Crossing

The Chairman outlined a brief meeting with the Hereford City Mayor, attended by Hampton Bishop parish council in particular, in which the Mayor outlined his personal views about a second Wye crossing as a means of alleviating traffic issues within the City. It was stressed that this was very much an informal approach and not a formal consultation and it had been made clear to the Mayor that those attending were not in a position to reflect the views of their respective parish councils in the absence of any discussion on the proposals.

If/when the proposals were developed further, a formal consultation would be likely.

52/2016 Correspondence

An invitation has been received from Herefordshire Council for clerks and councillors to attend a meeting to discuss the Herefordshire Council 2017-2018 budget consultation to be held on Thursday 28th July at 6.30pm. The Clerk will attend on behalf of the Parish Council.

53/2016 Next Meeting

The next meeting would be the Extraordinary Meeting as agreed to be held on 23rd August at 7.30pm in the Village Hall (to be confirmed). This will be followed by the next ordinary meeting on Tuesday 20th September at 7.30pm in the Village Hall.

Dinedor Parish Council
Meeting held on Tuesday 19th July 2016
Minute ref. 46/2016(a)
Schedule of Payments approved at the meeting

Payee	Detail	Net	VAT	Total Payment
E. Kelso	Petty Cash reimbursement	£ 148.52	£ 8.16	£ 156.68
	Purchase of laptop as agreed (Minute ref. 35/16)	£ 452.49	£ 90.50	£ 542.99
S. Penny	Reimbursement of printing costs for newsletter - January - May 2016	£ 120.00		£ 120.00
HALC	Internal Audit Fee	£ 150.00	£ 30.00	£ 180.00
Dinedor Village Hall	Room hire for additional meetings (NDP)	£ 120.00		£ 120.00
Payments by Standing Order this month:				
	Salaries (net) - Monthly	£ 161.28		
	HRMC	£ 40.20		
Total payments this month:		£ 1,192.49	£ 128.66	£ 1,321.15