

# **DINEDOR PARISH COUNCIL**

## **Minutes of a meeting of the Parish Council held on 20<sup>th</sup> March 2018, at Dinedor Village Hall**

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

**In attendance:** Liz Kelso Clerk/RFO  
7 members of the public

### **0017/2018 Apologies, declarations of interest and requests for dispensation**

There were no declarations of interest and no requests for dispensation.

### **018/2018 Public Participation**

#### **18.1 Matters raised by members of the public**

- **Neighbourhood Development Plan**

This item was deferred to agenda item 8 (Minute reference 024/2018).

- **Village Web Page**

A proposal was noted to set up a village web page which would include information on events etc. around the village. It was agreed that a link can be put on the parish council website linking to the new village website.

- **Hollow Farm Road**

Water is being discharged from a property in Hollow Farm Road and is believed to come from a spring on the property. The Clerk has reported this to Balfour Beatty.

- **Grit Bin**

A grit bin was reported as missing on the approach road to Dinedor Camp, adjacent to The Laurels. The Clerk will report this to Balfour Beatty and request that all grit bins be refilled.

## **18.2 Ward Councillor Report**

There was no report from the Ward Councillor who was not in attendance.

## **019/2018 Minutes**

### **19.1 Minutes of the meeting held on 16<sup>th</sup> January 2018**

It was agreed that the Chairman be authorised to sign the Minutes of the meeting held on 16<sup>th</sup> January 2018 as a true record of proceedings at that meeting.

### **19.2 Minutes of the extraordinary meeting held on 6<sup>th</sup> March 2018**

It was agreed that the Chairman be authorised to sign the Minutes of the meeting held on 6<sup>th</sup> March 2018 as a true record of proceedings at that meeting.

## **020/2018 Clerk's Report**

There were no items for the Clerk's Report that were not addressed elsewhere on the agenda.

## **021/2018 Financial Matters**

### **021.1 Payments**

Payments as detailed on the attached schedule were approved.

### **021.2 Account balances**

An account balance of £23,457.11 was noted.

### **021.3 Change of bank**

As agreed at the last meeting, progress on changing to Unity Bank was in hand and should be completed early in the new financial year.

### **021.4 Risk Review**

Members considered the amended risk review as presented to the meeting and agreed amendments as suggested. The risk review as attached to these Minutes was adopted.

## **022/2018 Planning Matters**

### **022.1 Planning applications**

Members noted an application to divert part of footpath DD16 where it runs through the garden of Upper Gate House. No comments were raised on this proposal which the parish council had suggested to the applicant when commenting on an earlier planning application for this site.

### **022.2 Planning decisions since the last meeting**

The following decisions by the planning authority since the last meeting were noted:

Ref: 174094  
Site: Land at Offas Dene, Prospect Lane, Dinedor  
Development: Erection of one four bedroom family house with a garage  
Comments: Approved with conditions

Ref: 174700  
Site: The Oaks, Dinedor  
Development: Proposed replacement dwelling and brownfield residential development  
Comments: Approved with conditions (Outline)

### **022.3 Unauthorised developments**

Members expressed concern at the lack of action on the part of the planning authority with regard to the reinstatement of the contours of the land adjacent to Maes y Felin. The Clerk was instructed to write to Herefordshire Council for an update on proposals.

Possible unauthorised development off Watery Lane, on the parish boundary, is reported to be work in connection with a planning consent granted some time ago. The land is to be reinstated once the preliminary work has been completed.

**023/2018**

## **Dinedor Camp**

### **23.1 Report from Steering Group**

The report from the Steering Group meeting was noted.

### **23.2 Hire or purchase of equipment for use on the Camp**

It was noted that some small items of equipment are likely to be needed for use on the Camp by the community volunteers in the coming months. It was agreed to delegate authority to spend up to a total of £250.00 to Cllr. Austin and Cllr. Green being the parish council representatives on the steering group. This expenditure is to be for small items of equipment to be hired or purchased, as felt appropriate by the steering group members.

### **23.3 Surplus wood**

It had previously been agreed that volunteers working on the camp could take any surplus wood from work carried out on the camp. This includes work carried out without charge by qualified volunteers using a chainsaw and had worked well when the fallen tree had been removed. Any remaining usable logs are then offered to other volunteers working on the site, for no charge. An offer has now been received to purchase surplus wood but it was felt that whilst this might be appropriate for larger scale felling within the terms of the felling licence once received, there was some concern at selling the smaller quantities that might be available at this stage. After some discussion, it was agreed to continue with the current policy and to review this once the felling licence has been received.

**024/2018**

## **Neighbourhood Development Plan**

Cllr. Penny presented a report on the results of the Regulation 14 consultation for the draft Neighbourhood Plan and subsequent meeting with the Neighbourhood Planning Team at Herefordshire Council to review the proposed amendments to the plan as raised during the consultation. Whilst the majority of amendments to the plan were minor wording changes to emphasise points covered in the plan, the majority of the responses to the consultation commented on the limitations of the village envelope which had been used as the area for potential future development.

Herefordshire Council has confirmed that in order to comply with the Core Strategy, cluster developments would not be possible. They have also confirmed that as a result of planning consent granted since the start of the NDP process, space for a maximum of 8 dwellings was still required. Extending the village envelope along the main access road into the Village to incorporate two small infill sites is to be proposed and Herefordshire Council has confirmed that this would be acceptable and in line with the requirements of the Core Strategy. Following that meeting, and on the advice of Herefordshire Council, Cllr. Penny has identified the landowner of the sites and confirmed informally that they have no objections to this proposal.

After a brief discussion, it was agreed that the proposed amendments to the draft Neighbourhood Development Plan as outlined in the Steering Group report be adopted.

Responding to a question raised by a member of the public, Cllr. Penny advised that Herefordshire Council's advice is that no further public consultation on these amendments is required but the Steering Group proposed providing feedback to residents at the next coffee morning. This was challenged by the member of the public at the meeting so further confirmation and guidance will be sought from the Neighbourhood Planning Team before the draft plan is finalised for submission under Regulation 16.

## **025/2018                    General Data Protection Regulations**

It was agreed that Cllr. Austin and Cllr. Over in conjunction with the Clerk form a working party to review the potential impact of the GDPR on Parish Council activities and report back to the next meeting.

## **026/2018                    Training**

The Clerk provided a brief overview of training from Herefordshire Council on the GDPR which she felt to be very useful.

There were no further reports of training attended and no requests for further training.

## **027/2018                    Exclusion of press and public**

It was agreed that members of the press and public in attendance be excluded from the following agenda item in accordance with the Local Government Act (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be conducted.

## **028/2018                    Dinedor Camp**

Members noted with some surprise and concern correspondence from the Trustees of Herefordshire Outdoor Trust with regard to the 25 year lease signed in 2004 and assigned to the Parish Council under the Community Asset Transfer in October 2016. It was agreed that an urgent meeting be set up to discuss this with the Trustees, to be attended by Cllrs. Austin and Green and the Clerk with any other councillor, as available, once a date has been agreed.

## **029/2018                    Date of next meeting**

The next meeting of the Parish Council will take place on Tuesday 15<sup>th</sup> May 2018 at Dinedor Village Hall, commencing at 7.30pm and will be preceded by the Annual Parish Meeting.

There being no further business, the Chairman declared the meeting closed.

## **Dinedor Parish Council**

Meeting to be held on Tuesday 20<sup>th</sup> March 2018

Agenda item 4

Clerk's Report

The following items are brought to members attention but not subject to a separate agenda item:

### **1. Precept**

Herefordshire Council has confirmed that the first instalment of the precept will be paid to us on 20<sup>th</sup> April. Although the precept amount of £9,000 represented no change from the previous year, additional properties paying council tax this year means that for residents of the parish, this represents a reduction of 0.49%. A comparison of other parishes in Herefordshire suggests most have increased their precept and in some cases by over 80%. The average increase throughout Herefordshire is 10.49%.

### **2. Holme Lacy Road Improvements**

As noted at the last meeting, the Clerk attended a meeting with Balfour Beatty on the next phase of the Holme Lacy Road improvements at Putson. The meeting asked for suggestions from representatives for the next phase of work and proposals are to be presented at a later date for further discussion.

### **3. Insurance Claim**

Although repairs to the toilet block at Dinedor Outdoor Centre were approved at the extraordinary meeting on 6<sup>th</sup> March, when staff at the Outdoor Centre attended the site following the most recent snow they found further damage to the toilet block from melting snow which had entered the roof space despite the tarpaulin cover. Insurers have been notified and we await a decision from them as to whether the claim for further damage is a new claim or an addition to the previous claim. In the meantime however, a revised quote has been sought from the selected contractors.

### **4. Highways matters**

Water entering the road/highway from a property in Hollow Farm Road has been reported to Balfour Beatty for further investigation. This was originally reported some time ago and BBLP confirmed that the property owners are responsible for any remedial work needed. At the time there were tenants at the property and no action was taken but the situation has deteriorated and BBLP have been asked to investigate again and take appropriate action as required.

**Dinedor Parish Council**  
**Meeting to be held on Tuesday 20th March 2018**  
**Agenda item 5.1**  
**Schedule of Payments to be approved at the meeting**

| <b>Payee</b>  | <b>Detail</b>                         | <b>Minute Ref.</b> | <b>Net</b>        | <b>VAT</b>      | <b>Total Payment</b> |
|---|---------------------------------------|--------------------|-------------------|-----------------|----------------------|
| E. Kelso  | Petty Cash reimbursement              |                    | £ 135.51          | £               | 135.51               |
|   | Home/office annual payment            | 42/2017            | £ 200.00          | £               | 200.00               |
| HALC  | Membership fee - 2018-9               |                    | £ 272.58          | £ 54.52         | £ 327.10             |
| Dinedor Village Hall                                      | Room hire for meeetings 2016 - 2018   |                    | £ 320.00          | £               | 320.00               |
| Warwickshire & West Mercia CRC Ltd.                       | Community Payback fees - Dinedor Camp | 24/2017            | £ 480.00          | £ 96.00         | £ 576.00             |
| Dinedor & Holme Lacy PCC                                  | Grant for churchyard maintenance -    | 69/2017            | £ 495.00          | £               | 495.00               |
| <b>Total payments this month:</b><br>(excluding salaries) |                                       |                    | <b>£ 1,903.09</b> | <b>£ 150.52</b> | <b>£ 2,053.61</b>    |

