

DINEDOR PARISH COUNCIL

Minutes of a meeting of the Parish Council held on 22nd July 2021, at Dinedor Village Hall

Present: Cllr. S. Penny
Cllr. N. Austin
Cllr. T. Greenow

In attendance: Liz Kelso Clerk/RFO
Cllr. D. Summers Ward Councillor, Herefordshire Council
1 member of the public

048/2021 Apologies, declarations of interest and requests for dispensation

Apologies were noted from Cllr. Julia Over. There were no declarations of interest or requests for dispensation

049/2021 Parish Councillor Vacancy

There no candidates for co-option to fill the casual vacancy for a Parish Councillor.

050/2021 Minutes

050.1 Minutes of the meeting held on 20th May 2021

The Minutes of the meeting of the Parish Council held on 20th May 2021, which had been previously circulated, were adopted and the Chair authorised to sign as a true record of proceedings at that meeting.

050.2 Minutes of the meeting held on 3rd June 2021

The Minutes of the meeting of the Parish Council held on 3rd June 2021, which had been previously circulated, were adopted and the Chair authorised to sign as a true record of proceedings at that meeting.

050.3 Minutes of the Annual Parish Meeting held on 20th May 2021

The Minutes of the Annual Parish Meeting held on 20th May 2021, which had been previously circulated, were adopted and the Chair authorised to sign as a true record of proceedings at that meeting.

051/2021 Public Participation

051.1 Ward Councillor Report

Members noted the verbal report from Cllr. David Summers as Ward Councillor for Herefordshire Council including:

- The status of remedial work on the earthworks at Wye Stud Farm – Cllr. Summers to follow up. There have also been complaints about mud from the site, which is the subject of a current planning application
- Temporary traffic lights on the road at Dinedor Mill

051.2 Matters raised by members of the public in attendance

There were no matters raised by members of the public in attendance.

051.3 Police Report

A representative from West Mercia Police was not in attendance and no written report had been submitted. A copy of the Neighbourhood Watch magazine had been circulated to Members.

Members discussed the proposed police charter and agreed that attendance at meetings would be requested. Speeding traffic and rural crime were identified as priorities locally. These would be passed on to the police by the Clerk.

052/2021 Clerk's Report

The Clerk's Report, as attached to these Minutes, was noted.

053/2021 Financial Matters

053.1 Payments

The following payments were authorised:

• E. Kelso		
Office expenses		£188.47
• David Gardner		
Tree Safety Survey		£1,870.00
• Terry Griffiths Contracts		
Invoice 1564 for April 2021	£387.00	
Invoice 1567 for July 2021	£392.00	
VAT thereon	£155.80	
Total payment		£934.80

053.2 Receipts since the last meeting

None

053.3 Account balances

An account balance of £21,545.94 was noted.

053.4 Budget Report

The budget report for the year to date was noted which indicated expenditure in line with budget and expectations.

054/2021 Planning Matters

054.1 Planning Matters

The following was noted for information:

- Herefordshire Council announcement re. 5 year housing supply
- A new version of the National Planning Policy Framework has been issued with effect from 21st July 2021
- Staff shortages within Herefordshire Council's planning department means that planning officers are not being allocated as previously with the result that correspondence with the relevant planning officer with regard to an application is difficult
- Herefordshire Council has indicated a willingness to engage with parishes regarding housing needs as part of the review of the Core Strategy.

054.2 Current applications

There were no current applications for consideration.

054.3 Planning Decisions since last meeting

None to note.

054.4 Update on enforcement issues

No update was available from Planning Enforcement.

054.5 Neighbourhood Development Plan

Members were pleased to note the outcome of the referendum for the Neighbourhood Development Plan which indicated a clear majority of residents supporting the plan. This now means that the NDP becomes adopted guidance for planning officers when considering planning applications within the Parish.

It was agreed to defer a decision on the printing copies of the plan for residents.

054.6 S106 “wish list”

Members noted that Herefordshire Council are seeking information from parishes for projects that might be funded through s106 funding for larger developments that might occur within the parish. It was agreed to defer this to the next meeting although it was felt unlikely that a development of sufficient size to trigger a s106 agreement would be proposed for the parish.

055/2021 Highway Matters

055.1 Lengthsman Report

The report on work carried out by the Lengthsman was noted.

055.2 Footpaths Officer Report

There was no report from the Footpaths Officer.

056/2021 Dinedor Camp

056.1 Dinedor Camp Steering Group

There has been no meeting of the Steering Group but a meeting will be convened shortly.

056.2 Countryside and Rights of Way Act 2000

Members noted legal advice on the designation of land as Open Access land under the Countryside and Rights of Way Act 2000 in particular with regard to the issue of liability to users of the land. Given that the designation would be irrevocable, it was agreed not to proceed with this designation at this time.

057/2021 CPR Training

Members were reminded that the provision of training was a requirement of funding for the defibrillator installed at the Village Hall immediately prior to the first lockdown. Since then training has not been possible but with restrictions easing, consideration could now be given to arranging this. Members considered the option of training provided by Herefordshire Heartstart or training via a video training kit. After some consideration, it was agreed to arrange training through Herefordshire Heartstart with a donation to Heartstart and with the parish council funding room hire at the Village Hall. An approximate budget of £100.00 per course was indicated. The Clerk will make the necessary arrangements for a course in the autumn.

058/2021 Use of BT Phone Box

Following a request for suggestions as to the use of the BT phone box, it was suggested that an information hub or seed or book exchange might be possible although it was noted that some redecoration and cleaning out of the phone box would be needed. It was agreed to consider this further and to ask for volunteers to take this further.

059/2021 Website

It was noted that some difficulty has been experienced with the subscriber button on the website and the Clerk reported issues with accessing the training site and how the subscriber system worked. The Clerk will investigate further and noted issues raised by a member of the public with regard to automatic updates. In the meantime, members considered and agreed to apply for a .gov.uk web address and email addresses at a cost of approximately £200.00 as indicated by website hosts HALC.

060/2021 Reports from Councillors

Cllr. Penny reported on a recent remote meeting of parish council chairs, held by HALC.

061/2021 Next Agenda

In addition to items previously raised, it was agreed to consider a sign for Dinedor Camp to be placed by the turn to the Camp as visitors often miss the turning.

062/2021 Date and time of next meeting

The next meeting will take place on Thursday 16th September 2021 at 6.00pm in the Village Hall.

There being no further business, the meeting was declared closed at 7.15pm.

Dinedor Parish Council

Meeting held on Thursday 22nd July 2021

Clerk's Report

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

1. Meetings

At the time of the meeting the wearing of face coverings and social distancing will be a matter of personal choice rather than a mandatory requirement and gatherings indoors will no longer be limited in numbers, other than as dictated by the size of the venue. Whilst this signifies a “return to normal” there is caution in an environment when infection rates are increasing rapidly within Herefordshire and the country as a whole. Clerks are being advised to ensure that an appropriate risk assessment is carried out for any event, including meetings, and that appropriate provision is made to mitigate identified risks.

2. Unity Bank

Forms to switch from HSBC to Unity bank have now been completed and return to Unity Bank with supporting documents. Signatories have now received confirmation of their log in details to enable the authorisation of online payments. The transfer of funds from HSBC has not yet taken place but the Clerk is in the process of ensuring that future payments to the parish council are sent to Unity rather than HSBC.

3. Annual Governance and Accounting Return for year ended 31.3.2021

As agreed last month, the Annual Governance and Accounting Return for the year ended 31.3.2021 has been posted on the website and notice boards and the exemption certificate has been forwarded to external auditors who have confirmed that no further review will take place unless any matters are raised by members of the public during the period for the exercise of electors rights. At the time of writing this Clerk's report, there have been no requests to examine the accounts of the parish council.

5. Parish Council Summit

Herefordshire Council held a meeting for parish councils on 23rd June and your clerk attended on your behalf. Details of the summit and the slides have been circulated to members. The original invitation to the meeting indicated that the Charter between Parish Councils and Herefordshire Council was to be discussed but on the evening there was no opportunity to do so. However, parish councils have been invited to join a “reference group” which may address this so your clerk has provisionally indicated a willingness to take part in this group. Today your Clerk has had an indication that the first meeting of this group is likely to be next month.

6. **Website Issues**

As some will be aware, the Clerk has been attempting to resolve the issue of the missing automatic updates from the website for some years, without success but some progress has now been made.

7. **Litter Bins**

In the last few days it has been reported that the bin at the Camp is full and damaged. This has been reported, as always, to Herefordshire Council, as has the grit bin adjacent to the old telephone box which is also damaged.