

DINEDOR PARISH COUNCIL

Minutes of the meeting of the Parish Council held on 15th February 2024 at Dinedor Village Hall

Present: Cllr. S. Penny – Chair
Cllr. J. Davey
Cllr. T. Greenow
Cllr. M. Louch
Cllr. J. Over

In attendance: Liz Kelso - Clerk/RFO
Cllr. D. Davies – Herefordshire Council (to agenda item 3)
4 members of the public

016/2024 Apologies, declarations of interest and requests for dispensation

There were no apologies. Cllr. Davey declared an interest in agenda item 5.7 as a member of the PCC applying for a grant. There were no requests for dispensation.

017/2024 Minutes

The Minutes of the meeting held on 18th January 2024, which had been previously circulated, were adopted and the Chair authorised to sign as a true record of proceedings at that meeting.

018/2024 Public Participation

018.1 Ward Councillor Report

Members noted the Ward Councillor's report which had been previously circulated with additional information on local government funding and the usage of additional funding awarded to Herefordshire Council.

In response to a query regarding a planning matter in Lower Bullingham, the Ward Councillor confirmed that Lower Bullingham Parish Council had recently had a presentation from developers and advised that comments on the proposals should be submitted once the planning application is submitted for comment.

018.2 Matters raised by members of the public in attendance

Members noted comments from a member of the public on the activities of the Civic Society. It was also agreed, in the light of further comment on the future of the former BT phone box at Dinedor Cross that this would be considered at the next meeting.

018.3 Police Matters

018.3.1 There was no report from the police

018.3.2 Noting that police attendance was promised on a quarterly basis, it was agreed to remind the safer neighbourhood team of the date of the April meeting and to request that the parish council be advised if police propose attending a meeting in future.

019/2024 Clerk's Report

There were no matters to report which were not the subject of a separate agenda item.

020/2024 Financial Matters

020.1 Payments made between meetings :

The following payment, made since the last meeting under delegated powers, was approved:

- PrintPlus
Printing of January newsletter £55.00

020.2 Payments now due:

A payment being the subscription to Herefordshire Association of Local Councils was deferred to the next meeting

020.3 Receipts

None

020.4 Account balances

The bank reconciliation indicating an account balance £17,788.24 as at 31st January 2024 was noted.

020.5 Budget Monitoring Report

The budget monitoring report as attached was noted indicating expenditure largely in line with budget. The clerk highlighted that invoices relating to work of the Lengthsman were expected so that the grant for the current financial year can be claimed.

020.6 Internal audit arrangements

It was agreed to enter into a three year agreement with internal auditors Mulberry & Co., which would keep the hourly charge to the current year level.

020.7 Grant requests

020.7.1 Parish of Dinedor with Holme Lacy

Members noted the Declaration of Interest in this agenda item by Cllr. J. Davey.

After due consideration, it was agreed to award a grant of £560.00 to the Parish of Dinedor with Holme Lacy for grass cutting of the churchyard for 2023. In future years, the PCC will be encouraged to apply for any funding at the beginning of the financial year.

020.7.2 Dinedor Village Hall

After due consideration, it was proposed by Cllr. Davey and unanimously agreed to offer Dinedor Village Hall a grant of £400 towards the cost of electrical work in the Village Hall.

021/2024 Highway Matters

021.1 Lengthsman Scheme

No report was available from the Lengthsman. Members noted that drainage work envisaged for the road between the black barn and the village hall was expected to start this week.

021.2 Footpaths

The footpath officers report on footpaths across the parish and matters relating to footpath funding was noted. In particular it was noted that progress on adding M325 to the definitive map is particularly slow. New finger posts have been requested for footpath DD5 and footpath DD4 remains ploughed. A stile near Hollywell farm was reported as requiring repair.

021.3 Flooding

Cllr. Davey reported complaints regarding flooding from residents. It was agreed that the correspondence on this would be provided to the clerk and that this be an agenda item for the next meeting. Exceptional weather in recent weeks had resulted in considerable surface water on all roads through the village.

022/2024 Planning Matters

022.1 Applications for consideration:

None

022.2 Decisions since the last meeting

None to note

022.3 Applications under permitted development rights

None since the last meeting.

022.4 Planning Enforcement Activity

None since the last meeting.

022.5 Neighbourhood Development Plan Review

Members noted the newsletter from the Neighbourhood Development Plan team at Herefordshire Council and the online sessions explaining changes to the Local Plan proposed and in particular changes to the Rural Settlement Hierarchy. It was agreed that a discussion on a formal review of the Dinedor Neighbourhood Development Plan should be deferred until after the proposed briefing sessions, in April

023/2024 Dinedor Village Hall

A verbal report from the Village Hall was noted. The Village Hall Management Committee currently has no chair but is rotating the role between members for the time being.

024/2023 Community Resilience Plan

The Clerk noted that the Emergency Planning Team at Herefordshire Council can provide a template for a Community Resilience Plan for Parishes. It was agreed that this be circulated amongst councillors so that this can be discussed in more detail at the next meeting.

025/2023 Town and Parish Council Charter

A proposal by Herefordshire Council to draft a Town and Parish Council charter between Herefordshire Council and parishes was noted. It was agreed that the Clerk be nominated to take part in discussions with Herefordshire Council on this.

026/2024 Hereford and Worcester Fire and Rescue Service Consultation

It was agreed not to submit a response to the Hereford and Worcester Fire and Rescue Service Resource Review Consultation.

027/2024 Councillor Training Requests

It was agreed that Cllr. Penny attend the HALC training, Planning Overview, to be held on Tuesday 27th February at a cost of £50.00.

028/2024

Reports from Councillors

There were no items raised under this agenda item.

029/2024

Next Meeting and items for the agenda

The next meeting will take place on Thursday 21st March 2024 at 6.00pm in Dinedor Village Hall. In addition to the items noted above, it was agreed that the proposed development by Bloor Homes in Lower Bullingham would be an agenda item.

030/2024

Resolution to exclude the public

It was agreed that due to the confidential nature of the business of the next agenda item, that members of the public be excluded from the following item in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960(3).

031/2024

Dinedor Camp

031.1 Proposals by Historic England

The draft specification from Historic England for the work they are recommending in addition to the tree safety work was noted and it was unclear the extent to which that work overlaps with the tree work identified within the tree safety report. The Clerk has discussed the proposals with Historic England and it has been confirmed that the proposed Section 17 management agreement can include the area covered by the tree safety report which will enable that work to proceed once the agreement is in place. Funding up to a maximum of approximately £10,000 to support all the work proposed for the site may be available, which would need to be in addition to funding provided by the parish (including an "in kind" contribution) although the mechanism for delivering this funding is unclear. It was agreed to see further guidance from Historic England and to request that the county archaeologist be requested to assist with this work.

031.2 Quotations for tree safety work

The Clerk reported that four potential contractors had been contacted with two of the four submitting quotations in accordance with the specification. Given the uncertainty of the impact on the work proposed by Historic England, it was agreed to defer a final decision on the quotations received although members noted that overall costs were higher than originally envisaged or provided for within the budget. The Clerk will notify the contractors of the project delay. It was also noted that no work can take place until Historic England formally approve the method statement submitted by the contractor. In the meantime, it was agreed that a copy of the specification be provided to an additional contractor for consideration at the next meeting.

031.3 Storm Damage

Following recent storms some damage to trees has been noted on site at least one of which was previously identified as requiring felling but has now fallen. Proposals to clear the fallen wood will require a method statement for agreement with Historic England.

031.4 Additional work being carried out on site

Some concern was expressed that additional work on site would also require approval by Historic England. It was also noted that the Parish Council insurance does not cover any work carried out using a chainsaw, requiring the operator to hold their own insurance. It was agreed that an urgent meeting of the Steering Group be held to clarify the work taking place on site especially where such work may require Historic England consent and/or where additional evidence of insurance cover should be obtained.

There being no further business, the meeting was declared closed at 8.30pm.

Dinedor Parish Council

2023-2024

	Year to 31.3.2023	Budget 2023-4	Actual to 31.01.2024	Forecast year to 31.3.2024	AGREED Budget 2024-5
<u>General Expenditure</u>					
Staff costs	£ 5,072.42	£ 5,500.00	£ 4,528.83	£ 5,442.00	£ 6,000.00
Temporary Staff Costs	£	£ 1,000.00			£ -
General Office Costs	£ 393.61	£ 350.00	£ 421.99	£ 450.00	£ 500.00
Room Hire	£ 175.50	£ 250.00	£ 264.00	£ 264.00	£ 350.00
Insurance	£ 1,559.14	£ 1,800.00	£ 1,664.29	£ 1,664.00	£ 1,800.00
Lengthsman Scheme	£ 6,600.00	£ 3,000.00	£ 1,820.00	£ 5,000.00	£ 3,000.00
Repairs & Maintenance - Other			£ -	£ -	£ -
Repairs & Maintenance - Camp	£ 720.00	£ 2,000.00	£ 695.00	£ 700.00	£ 6,000.00
Purchases, other	£	£ 600.00	£ -	£ -	£ 600.00
Subscriptions	£ 395.51	£ 400.00	£ 65.84	£ 500.00	£ 550.00
Audit Fees	£ 110.00	£ 200.00	£ 249.75	£ 250.00	£ 300.00
Election costs	£	£ 1,700.00	£ 141.50	£ 142.00	£ -
Advertising/publicity			£ -	£ -	£ -
Training	£ 50.00	£ 150.00	£ 90.00	£ 100.00	£ 150.00
Website	£	£ 150.00	£ 225.00	£ 225.00	£ 250.00
Newsletter	£ 310.00	£ 350.00	£ 275.00	£ 350.00	£ 400.00
Miscellaneous	£	£ 50.00	£ 330.00	£ 350.00	£ 100.00
VAT	£ 1,414.89	£	£ 542.55	£ 550.00	
			£	£ -	
<u>Other Expenditure</u>					
Legal costs	£ -	£ 1,000.00	£ -	£ -	£ 500.00
Neighbourhood Plan	£ -	£ -	£ -		£ 500.00
Donations & Grants	£ 430.00	£ 2,000.00	£ 500.00	£ 1,000.00	£ 1,000.00
			£	£ -	
Total Expenditure	£ 17,231.07	£ 20,500.00	£ 11,813.75	£ 16,987.00	£ 22,000.00

	Year to 31.3.2023	Budget 2023-4	Actual to 31.12.2023	Forecast to 31.3.2024	AGREED budget 2024-2025
Income					
Precept	£ 9,500.00	£ 9,500.00	£ 9,500.00	£ 9,500.00	£ 9,500.00
Grants	£ -	£ 4,400.00	£ 4,399.99	£ 5,100.00	£ 310.00
Outdoor Centre Insurance reimbursement	£ 876.00	£ 1,000.00	£ 981.13	£ 981.00	£ 1,000.00
Transmitter income	£ 2,000.00	£ 2,000.00		£ 2,000.00	£ 2,000.00
Insurance Claim	£ -				
VAT reclaim	£ 966.52	£ 1,415.00	£ 1,414.89	£ 1,415.00	£ 550.00
Other					
Total income:	£ 13,342.52	£ 18,315.00	£ 16,296.01	£ 18,996.00	£ 13,360.00
			£ -	£ -	
Net expenditure:	-£ 3,888.55	-£ 2,185.00	£ 4,482.26	£ 2,009.00	-£ 8,640.00
Reserves:					
Opening Balance	£ 17,194.53	£ 13,305.98	£ 13,305.98	£ 13,305.98	£ 15,314.98
Add: Net expenditure	-£ 3,888.55	-£ 2,185.00	£ 4,482.26	£ 2,009.00	-£ 8,640.00
Closing Balance:	£ 13,305.98	£ 11,120.98	£ 17,788.24	£ 15,314.98	£ 6,674.98
Tax Base		132.5			135.59
Precept per Band D equivalent		71.7			70.06