

DINEDOR PARISH COUNCIL

Minutes of the meeting of the Parish Council held on 18th July 2024 at Dinedor Village Hall

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

In attendance: Liz Kelso - Clerk/RFO
Cllr. D. Davies – Herefordshire Council (part)
2 members of the public

091/2024 Apologies, declarations of interest and requests for dispensation

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

092/2024 Minutes

The Minutes of the meeting held on 20th June 2024, which had been previously circulated, were adopted and the Chair authorised to sign as a true record of proceedings at that meeting.

093/2024 Public Participation

093.1 Ward Councillor Report

Members noted the report from the Ward Councillor as attached to these minutes.

093.2 Matters raised by members of the public in attendance

A member of the public raised concerns about accessing online services by Herefordshire Council and will raise these further with the ward councillor.

093.3 Police Matters

- West Mercia Police were not in attendance and had submitted no report although the police newsletter was noted.

- It was agreed that members would submit their responses to the police survey to the Clerk who was authorised to submit a consensus response on behalf of the parish council.
- It was agreed that existing police priorities of speeding traffic, anti-social behaviour and rural crime would be submitted to West Mercia Police. It was further agreed that the clerk write to raise the issue of the extremely short notice and lack of police attendance at meetings.

094/2024 Clerk's Report

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

095/2024 Financial Matters

095.1 Payments now due:

The following payments were approved:

- | | | |
|-----------------------------|---------|---------|
| • PrintPlus | | |
| Printing of July newsletter | | £55.00 |
| • Terry Griffiths Contracts | | |
| Lengthsman Scheme work | £466.00 | |
| VAT | £93.20 | |
| | | £559.20 |

095.22 Receipts

The reimbursement of insurance costs of £1,069.44 has been received from Dinedor Outdoor Centre.

095.3 Budget review, account balances and bank reconciliation

The Clerk presented the budget review for the financial year to 30th June 2024 together with the bank reconciliation showing a balance of £8,587.98 as at the date of the meeting, as attached to these Minutes. The Chair was authorised to sign the bank reconciliation to confirm the balance as reported.

095.4 Savings account

The Clerk presented a completed application form for the opening of the savings account as agreed at the last meeting and it was unanimously agreed that the form be signed by account signatories on behalf of the parish council. It was further noted that the transfer from the main account would be £3,000 and that the clerk be authorised to transfer amounts between the two accounts, authorised by two signatories each time, when required and report such action to the next meeting of the parish council.

095.5 Financial Regulations

Members noted new draft Financial Regulations for Town and Parish Councils prepared by the National Association of Local Councils which the Clerk presented for consideration, amended to Dinedor Parish Council Meeting held 18.7.2024

reflect the current practice by the Parish Council and, where applicable, in accordance with the recommendations of the Internal Auditor. After due consideration, it was agreed to adopt the draft as presented to the meeting.

096/2024 Planning Matters

096.1 Applications for consideration

Ref: 241692
Site: Upper Gate House, Dinedor
Dev: Proposed first floor rear extension above existing ground floor extension

Members considered this application and after discussion resolved to oppose this development on the grounds that the resulting large property, which would not be in keeping with the immediate area and would be overbearing in nature representing an overdevelopment.

Ref: 241750
Site: Land at Wye Stud Farm, Dinedor
Dev: Proposed extension to existing general purpose agricultural building

This application arrived too late to be included on the agenda for this meeting but was noted by members. It was agreed that an additional meeting be held on Wednesday 24th July at 6.00pm in the Village Hall to discuss this application further. Ward Councillor Davies will request that a planning officer attend this meeting to provide guidance.

096.2 Applications under permitted development rights

None noted.

096.3 Decisions by Herefordshire Council since the last meeting

None noted.

097/2024 Highway Matters

097.1 Lengthsman Report

A report from the lengthsman on routine maintenance in accordance with the contract was noted.

097.2 Footpath Officers Report

The footpath officers report was noted including a vote of thanks to footpaths officers and their families for clearance work around the parish since the last meeting.

097.3 Public Rights of Way funding

Concern was expressed at the lack of response to the application for funding for public rights of way work since submission several weeks ago. Funding, if awarded, must be spent by the end of the financial year which, given the need to comply with parish council financial regulations with regard to comparative quotes etc. means this is a tight deadline. The Ward Councillor will investigate this further.

098/2024 Dinedor Camp

098.1 Update on Community work group activity

There had been no work group activity since the last meeting with the next date arranged for Sunday 21st July.

098.2 Report from Dinedor Camp Steering Group

The Camp Steering Group has not met since the last meeting.

098.3 Policy on disposal of excess wood

Members noted the current policy on disposal of excess wood on Dinedor Camp, with preference given to those who support the Camp through voluntary effort. After some discussion, it was agreed that no changes to this policy are required but noted that the approval by Historic England of a method statement demonstrating how the wood is to be cut and removed will be required in each case.

099/2024 Dinedor Village Hall

Members noted that the Village Hall Annual General Meeting will take place on 25th July. It was also noted that designs for the new kitchen are being considered.

100/2024 Councillor Training Requests

There were no requests for councillor training.

101/2024 Reports from Councillors

Members noted a report from the Chair on her attendance at the Parish Summit which was convened by Herefordshire Council.

102/2024 Next Meeting and items for the agenda

The next full meeting will take place on Thursday 19th September at 6.00pm in Dinedor Village Hall. There were no further items raised for the agenda for this meeting.

As noted earlier, an additional meeting will take place on Wednesday 24th July at 6.00pm in the Village Hall to consider planning application reference 241750, Land at Wye Stud Farm.

Dinedor Parish Council Meeting held 18.7.2024

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

Dinedor Parish Council

Meeting held on 18th July 2024

Appendix 1

Ward Councillors Report

It is so pleasing to see the weather has warmed up, and we have had a great deal of sunshine over the last few weeks. Unfortunately the dry weather has caused some dust hazards, as I discovered today when I passed a tractor, who pulled over as we passed each other. He kicked up clouds of dust from the verge, obscuring all views and filling my car with dust. The joys of open top motoring. There was a recent incident where a motorist pulled into an overgrown verge to allow a large vehicle to pass to find the verge had collapsed into a nearby water course. His car dropped into the void and was stranded until a 4x4 came to his rescue. Please drive carefully and considerately as there are many hazards out there and not all are obvious. If you are aware of similar dangers particularly bad stretch of road verge, then please do let me know and I will ensure it is raised with the Locality Steward and Herefordshire Council.

PROW funding request closed on the 1 July 24, if you have not heard anything after submitting a request it may take a little time for the information to filter down. If you do have any concerns please let me know. If an extension is required then requests should be submitted to Ed Bradford copying me in.

The road resurfacing programme is scheduled to start at the end of July with roads currently being marked up. So if you see the white paint markings you will know what it's for. More details will be released soon on future works.

There is a Parish Council Summit taking place in Plough Lane on Tuesday the 9th July at 1900hrs. There should be some useful information available and an opportunity to network with other Parish Councillors. These events don't happen often enough unfortunately I have a Parish Council meeting at 1930. If you wish to meet up prior to the summit then please let me know!

The local drainage fund has generated a great deal of interest hence the delay in the scheme being published. I have been assured that the information will be released soon.

In the meantime if you have any concerns or issues, please do not hesitate to reach out to me and I will do what I can to assist.

Dinedor Parish Council

Meeting held on 18th July 2024

Appendix 2

Clerks Report

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

1. **Parish Council Summit**

The Chair and Clerk attended Herefordshire Council's Parish Council summit at Plough Lane on Tuesday 9th July. This was attended by some 100 parish councillors and clerks and included a series of "stalls" providing information on Herefordshire Council departments and services, presentations on financial matters, the public realm contract and communications and a proposed review of the parish charter.

During the presentations it was confirmed that applications for funding for drainage projects will be announced shortly with applications due in by end September.

2. **Memorial tree request**

The Clerk has received a request to plant a memorial tree (an Oak) on Dinedor Camp by a member of the public. Historic England has refused permission on the grounds of preserving the scheduled monument and the family has been informed.

3. **Annual accounts for year ended 31.3.2024**

The period for the exercise of electors rights, when members of the public can request access to the accounts, copy invoices, contracts etc. has now ended. There were no requests to view the accounts and supporting papers.

Dinedor Parish Council

2024-2025

	Year to 31.3.2024	Budget 2024-5	Actual to 30.6.2024	Forecast
Income				
Precept	£ 9,500.00	£ 9,500.00	£ 4,750.00	£ 9,500.00
Grants	£ 5,120.99	£ 310.00	£ -	£ 3,850.00
Outdoor Centre Insurance reimbursement	£ 981.13	£ 1,000.00		£ 1,000.00
Transmitter income	£ 2,000.00	£ 2,000.00		£ 2,000.00
Insurance Claim	£ -			
VAT reclaim	£ 1,414.89	£ -	£ 621.25	£ 621.25
Other				
Total income:	£ 19,017.01	£ 12,810.00	£ 5,371.25	£ 16,971.25
Expenditure				
<u>General Expenditure</u>				
Staff costs	£ 5,435.79	£ 6,000.00	£ 1,269.84	£ 5,800.00
Temporary Staff Costs		£ -		
General Office Costs	£ 639.99	£ 500.00	£ 130.28	£ 500.00
Room Hire	£ 264.00	£ 350.00	£ 120.00	£ 350.00
Insurance	£ 1,664.29	£ 1,800.00	£ 1,805.46	£ 1,805.48
Lengthsman Scheme	£ 1,820.00	£ 3,000.00	£ 466.00	£ 3,920.00
Repairs & Maintenance - Other			£ -	£ 4,790.00
Repairs & Maintenance - Camp	£ 695.00	£ 6,000.00	£ 8,090.00	£ 10,000.00
Purchases, other		£ 600.00	£ -	£ 600.00
Subscriptions	£ 459.34	£ 550.00	£ -	£ 550.00
Audit Fees	£ 249.75	£ 300.00	£ 283.25	£ 283.25
Election costs	£ 141.50	£ -	£ -	£ -
Advertising/publicity			£ -	£ -
Training	£ 90.00	£ 150.00	£ 50.00	£ 50.00
Website	£ 225.00	£ 250.00	£ -	£ 250.00
Newsletter	£ 330.00	£ 400.00	£ 110.00	£ 220.00
Miscellaneous	£ 330.00	£ 100.00	£ -	£ 100.00
VAT	£ 621.25		£ 1,795.52	
<u>Other Expenditure</u>				
Legal costs	£ -	£ 500.00	£ -	£ -
Neighbourhood Plan	£ -	£ 500.00	£ -	£ -
Donations & Grants	£ 1,460.00	£ 1,000.00	£ 560.00	£ 560.00
Total Expenditure	£ 14,425.91	£ 22,000.00	£ 14,680.35	£ 29,778.73
Net expenditure:	£ 4,591.10	-£ 9,190.00	-£ 9,309.10	-£ 12,807.48
Reserves:				
Opening Balance	£ 13,305.98	£ 17,897.08	£ 17,897.08	£ 17,897.08
Add: Net expenditure	£ 4,591.10	-£ 9,190.00	-£ 9,309.10	-£ 12,807.48
Closing Balance:	£ 17,897.08	£ 8,707.08	£ 8,587.98	£ 5,089.60