

Parish Councillors, you are hereby summoned to a meeting of
Dinedor Parish Council
will be held on Tuesday 9th June 2026 at 6.00pm
At Dinedor Village Hall

AGENDA

1. To receive Apologies, Declarations of Interest and requests for dispensations
2. Minutes
To approve the minutes of the [meeting held on 19th May 2026](#)
3. Public participation:
 - 3.1 [Ward Councillors Report](#)
 - 3.2 Matters raised by members of the public in attendance
 - 3.3 Police Matters
4. Planning Matters
 - 4.1 To consider planning applications now due for observations:
 - 4.1.1 Ref: [253089](#)
Site: Land at Glebe Farm, Dinedor
Dev: Erection of 10 dwellings and associated works
- re-consultation following amendments to plans
 - 4.1.2 Ref: [253647](#)
Site: Highfields, Dinedor
Dev: Extension and remodelling of existing dwelling – re-consultation following amendments to plans
 - 4.2 Update on application [242558](#),
 - 4.3 To note planning applications notified for permitted development, if any
 - 4.4 To note [planning decisions by Herefordshire Council](#) since the last meeting
 - 4.5 Update on solar farm proposal
 - 4.6 Planning enforcement matters
5. Highway Matters
 - 5.1 Lengthsman Scheme
Report from Lengthsman on work undertaken
 - 5.2 Drainage scheme
Update on application for funding
 - 5.3 Public Rights of Way
 - 5.3.1 Footpath Officer Report
 - 5.3.2 To consider draft FPO job description from Herefordshire Council
 - 5.4 Traffic Calming
Report on meeting regarding traffic calming measures
 - 5.5 Update on work on Dinedor Camp access road
6. Dinedor Camp
 - 6.1 Report from Dinedor Camp Steering Group
 - 6.2 Update on correspondence received on communications mast
7. Village Hall Matters
8. Information item: Clerks Report

9. Financial Matters:
 - 9.1 To authorise payments now due:
 - PrintPlus

Newsletter printing May	£55.00
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 - Liz Kelso

Expenses: Ink & stationery	79.55
VAT	15.92
Total	£95.47
 - Unity Bank

Bank charges due 30.6.2026	£7.00
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 - 9.2 To note receipts since last meeting:
 - 9.3 To note budget report and bank reconciliation as at 31.5.2026
10. To consider mobile phone proposal
11. To consider requests for councillor training, if any
12. Information item: Reports from Councillors
13. Date of next meeting and items for the agenda

Liz Kelso

Clerk, Dinedor Parish Council
c/o 5 Deerhurst Drive, Belmont, Hereford HR2 7XX
Tel: 07977675 456

E-Mail: clerk@dinedorparishcouncil.gov.uk. Website: www.Dinedorparishcouncil.gov.uk
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Members of the public are welcome to attend meetings of the parish council and may, at the discretion of the Chair, speak on some agenda items. In the interests of the health and well being of councillors, staff and members of the public in attendance, please do not attend the meeting if you are unwell.

For further information about the work of the parish council or meeting procedures, please contact the Parish Clerk at the address above.



*Working in partnerships with Herefordshire's
City, Town and Parish Councils*

Volunteer Parish Footpath Officer (PFO)

Herefordshire's Public Rights of Way Network

Purpose of the Role

Volunteer Parish Footpath Officers (PFOs) are a vital City, Town and Parish Council resource, helping to safeguard and promote Herefordshire's extensive 2,100-mile Public Rights of Way (PROW) network.

Working on behalf of their local council and in partnership with Herefordshire Council, PFOs act as the eyes and ears on the ground, carrying out inspections of public footpaths, bridleways, restricted byways and byways open to all traffic (BOATs).

The PFO role is primarily about helping to ensure routes are safe, accessible, signposted and passable for all users. PFOs will work closely with Herefordshire Council's Public Rights of Way team, including PROW Inspectors employed by Herefordshire Council.

PFOs are volunteers who make a significant and valuable contribution to the local environment, public wellbeing and active travel across the county of Herefordshire.

Appointment and Status

- PFOs are appointed and supported by their City, Town or Parish Council including support from Herefordshire Council.
- Appropriate insurances and risk assessments must be put in place by the City, Town and Parish Councils when PFOs operate in their areas.
- PFOs act as a local City, Town or Parish Council representative in relation to Public Rights of Way matters and it is therefore important that PFOs always work in a professional manner.
- PFOs work closely with Herefordshire Council's Public Rights of Way Team, but they are not employees of Herefordshire Council.
- The role is voluntary and unpaid, with training and guidance provided as required.

Key Responsibilities

Inspection and Monitoring

- Regularly inspect Public Rights of Way within the Parish area.
- Identify and report issues such as:
 - ✓ Obstructions, overgrowth or fallen trees.
 - ✓ Damaged or missing waymarking and signage.
 - ✓ Surface deterioration, flooding or erosion.

- ✓ Broken stiles, gates, bridges or steps.
- ✓ Encroachments or unauthorised works.

Reporting and Liaison

- Accurately report issues to:
 - ✓ The local City, Town or Parish Council as required by the Clerk.
 - ✓ Herefordshire Council's PROW Team, using agreed reporting systems, which is via the Council's website or via email to prow@herefordshire.gov.uk
- Provide clear information, photographs and locations (including What3Words references) to support timely maintenance or enforcement.
- Act as the main PROW contact for their local City, Town or Parish Council.

Partnership Working

- Work collaboratively with:
 - ✓ The PFOs City, Town and Parish Council.
 - ✓ Herefordshire Council officers.
 - ✓ Landowners and occupiers (where appropriate).
 - ✓ Local volunteers, walking groups and access organisations.
 - ✓ Environmental and countryside partners.
- Support a constructive and positive approach to resolving access issues. PFOs may wish to work closely with members of Herefordshire's Local Access Forum. More information can be found on Herefordshire Council's website by searching *Herefordshire's Local Access Forum* in a search engine.

Supporting the Local Council and Herefordshire Council

- Advise the City, Town or Parish Council on PROW matters within the parish as required.
- Attend City, Town or Parish Council meetings when required to provide updates or raise significant concerns.
- Assist the City, Town or Parish Councils in responding to consultations, path diversions or changes affecting the PROW network.
- PFOs can undertake basic works and repairs across the network, such as installing way markers, basic repairs to stiles and other PROW furniture, and in some cases, subject to the appropriate training arranged by Herefordshire Council, undertake strimming and hedge cutting with battery powered tools **only**.
- When works have been completed by PFOs, an update must be provided to Herefordshire Council's PROW team by emailing prow@herefordshire.gov.uk so officers can ensure any outstanding jobs are reviewed on Herefordshire Council's system and closed if necessary. This will prevent duplication.

Promotion and Stewardship

- Encourage responsible use and appreciation of local paths.
- Promote awareness of the value of Public Rights of Way to:
 - ✓ Residents and visitors.
 - ✓ Health, recreation and sustainable travel.
 - ✓ The local economy and environment.

What PFOs Do Not Do

- Carry out enforcement action.
- Do not act as employees of Herefordshire Council.
- Undertake major repairs or maintenance without authorisation.
- Enter land without permission (unless the right of way allows it).
- Deal directly with disputes where escalation to Herefordshire Council is required.
- City, Town and Parish Councils reserve the right to immediately remove a person from the appointed role of Volunteer Parish Footpath Officer if it deems appropriate to do so.

Skills and Attributes

- An interest in the countryside and public access.
- Good local knowledge.
- Be physically fit.
- Ability to walk routes across varied terrain and in all weather conditions.
- Good communication and observation skills.
- Confidence using email, online reporting tools and basic photography.
- A fair, courteous and solution focused approach when dealing with others.

Training and Support

- Herefordshire Council will offer all PFOs Induction sessions, other training deemed appropriate and ongoing guidance, advice and support.
- Support from the local City, Town or Parish Council including support from Herefordshire Council's Public Rights of Way team.

Benefits of the Role

- Make a tangible difference to your local community.
- Help protect and enhance Herefordshire's historic rights of way.
- Support walking, riding, health and wellbeing.
- Build positive working relationships with councils, landowners and local groups.

Time Commitment

- There is no strict time commitment however it is expected that PFOs will volunteer for at least six hours per month.
- Flexible and self-managed.
- Typically involves several inspections a year and reporting issues as they arise.
- The City, Town and Parish Council's Clerk reserves the right to agree the expected time commitments for each of their PFOs.

Dinedor Parish Council

Meeting to be held on 9th June 2026

Clerk's Report – Agenda item 8

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

1. Declarations of Interest by parish councillors

A new section 32a of the Localism Act now states that a councillor's home address should not be stated in the public version of the declaration of financial interests which appears on parish council websites unless the councillor has expressly requested that it be included. This is a change from the previous version of that section which stated that addresses must be published unless the monitoring officer has agreed that the councillor's address not be published. Members have been asked to confirm whether or not they wish their home address published but the requirement for this information to be retained by the parish council remains.

2. Annual Governance and Accounting Return

The Certificate of Exemption agreed at the last meeting has been sent to the external auditors and acknowledgement of receipt received.

3. Exercise of public rights

The period for the exercise of public rights which enables members of the public to view the parish council accounts and supporting documents, invoices, contracts, etc. started on 3rd June and will end on 14th July. During this period members of the public can also raise issues of concern with the external auditors. Details are now available on our website and on all notice boards.

4. Parish Councillor Vacancy

In accordance with s85 of the Local Government Act, a councillor vacancy has been declared following the failure of Cllr. Greenow to attend meetings for a six month period. Members of the public can now request an election to fill the vacancy and have until Friday 19th June to do so. If no valid request for an election is received by Herefordshire Council, the parish council is free to co-opt to fill that vacancy. If you are aware of anyone who might be interested, please ask them to contact me as there are some checks that need to take place before any co-option.

5. Elections

A reminder that in May 2027 all parish councillors will be required to stand down and, if you so wish, seek re-election. In order to function, a minimum of 3 councillors are required to be elected and to qualify for General Power of Competence, one third (in our case 4) councillors must be elected rather than co-opted. Members may wish to consider now how to encourage members of the public to come forward to seek election.

6. Staffing matters

Whilst there is no requirement to do so, continuing professional development for parish clerks is always encouraged. You may like to know that your Clerk has recently completed the Principals of Internal Auditing for Local Councils, offered by the SLCC.

The Clerk will be on annual leave for week commencing 15th June. Emails will be monitored during this time but may not be responded to unless urgent.

Dinedor Parish Council

2025-2026

	Year to 31.3.2026		Actual to date		Budget 2026-7	Forecast
Income						
Precept	£	11,000.00	£	7,500.00	£	15,000.00
Grants	£	3,437.00	£	3,634.00	£	2,237.00
Outdoor Centre Insurance reimbursement	£	781.12			£	800.00
Transmitter income	£	2,000.00			£	2,000.00
Insurance Claim						
VAT reclaim	£	2,262.81	£	1,965.85		
Bank Interest	£	68.20			£	70.00
Total income:	£	19,549.13	£	13,099.85	£ 20,107.00	£
Expenditure						
<u>General Expenditure</u>						
Staff costs	£	5,869.44	£	996.74	£	6,000.00
General Office Costs	£	1,175.96	£	123.06	£	750.00
Room Hire	£	283.00	£	120.00	£	250.00
Insurance	£	1,832.58	£	1,873.24	£	2,000.00
Repairs & Maintenance - Other			£	-		
Repairs & Maintenance - Footpaths			£	-		
Repairs & Maintenance - Drainage			£	-		
Repairs & Maintenance - Lengthsman	£	7,261.36	£	513.70	£	1,500.00
Repairs & Maintenance - Camp	£	1,872.09	£	-	£	3,000.00
Purchases, other	£	540.83	£	-	£	500.00
Subscriptions	£	470.02	£	-	£	600.00
Audit Fees	£	332.90	£	347.35	£	350.00
Election costs			£	-	£	-
Advertising/publicity			£	-		
Training			£	-	£	60.00
Website	£	225.00	£	-	£	250.00
Newsletter	£	330.00	£	55.00	£	350.00
Miscellaneous	£	-	£	-	£	100.00
VAT	£	1,965.85	£	183.62		
<u>Other Expenditure</u>						
Legal costs	£	-	£	-		
Donations & Grants	£	560.00	£	560.00	£	1,000.00
Total Expenditure	£	22,719.03	£	4,772.71	£ 16,710.00	£
Net expenditure:	-£	3,169.90	£	8,327.14	£ 3,397.00	£
Reserves:						
Opening Balance	£	8,773.69	£	5,603.79	£	5,603.79
Add: Net expenditure	-£	3,169.90	£	8,327.14	£	3,397.00
Closing Balance:	£	5,603.79	£	13,930.93	£	9,000.79

Dinedor Parish Council

Bank Reconciliation

Year to 31.3.2027

Opening Balance	£ 5,603.79
Add receipts	£ 13,099.85
Less expenditure	£ 4,772.71
Balance	£ 13,930.93

Meeting: **9.6.2026**

Per bank statement: 31/05/2026

20446000

£ 10,814.47

205512154

£ 3,116.46

Add: Receipts since statement

Less: Payments since statement

£ 13,930.93