

**LITTLE DEWCHURCH PARISH COUNCIL**  
**Minutes of the Annual Parish Council and Annual Statutory Meetings of Little Dewchurch Parish Council, held at the Little Dewchurch Village Hall, on Tuesday 13<sup>th</sup> May 2025 from 7.30 pm No. LDPC/AW/106**

**Present:**

Cllr. Phil Williams (CPW) (re-elected as Chair)  
 Cllr. Roger Da Cunha (RDC)  
 Cllr. Florin Tatoi (FT)  
 Cllr. Jo Hawthorne (JH)

**In attendance:**

Parish Clerk; Alison Wright (AW) and five members of the public

	<p><b><u>Part 1 - Annual Parish Meeting</u></b></p> <p>Cllr Williams welcomed everyone to the Meeting. There were five members of the public present at the Annual Parish Meeting. A resident advised that a bench on the playing field was broken. A letter had been sent to the parish council by a resident concerning the poplar trees and possible plans for replanting once they had been felled.</p> <p>Cllr Hawthorne advised that a replanting program would be undertaken in line with the Forestry Commission guidelines. This would include the appropriate planting of a number of species to include field oaks, hawthorn and hazel. These trees will be easier to maintain in the future. There would be a replanting program to hopefully include parishioners and school representatives. The organisation of a replanting program would be a work in progress and replacement trees would be placed in a similar location. There was a five year timeframe for the replanting initiative. The felling would be taking place in the summer and note was taken of the fact that some residents whose homes were bordering onto the field would be on holiday. The question of power being off during the felling and the date etc. would be advised. It was agreed that the householders along the field boundary would be kept informed of what was happening.</p> <p>The bollard at the edge of the road by the property known as The Forge was potentially likely to cause in an obscured view of the splay due to positioning if the hedge at the property grew too far out. The parish council had been in touch with the householder about keeping the hedge trimmed back.</p> <p>The Annual Parish Meeting closed at 7.42 pm.</p>	
1.0	<p><b><u>Part 2 – Annual Statutory Meeting</u></b></p> <p><b><u>Election of Chair</u></b></p> <p>Cllr Williams was nominated for the role of Chair by Cllr Price and seconded by Cllr Da Cunha. There were no further nominations. Cllr Williams was duly elected. Cllr Williams signed his acceptance of office.</p>	

2.0	<p><b><u>Election of Vice Chair</u></b></p> <p>Cllr Jane Lisle was nominated for the role of Vice Chair by Cllr Hawthorne and seconded by Cllr Price. There were no further nominations. Cllr Lisle was duly elected.</p>	
3.0	<p><b><u>Apologies for absence</u></b></p> <p>There were apologies for absence received from Cllr Jane Lisle (JL) (re-elected as Vice Chair), Cllr Lisa White (LW) and Ward Cllr David Davies (DD)</p>	
4.0	<p><b><u>Declarations of Interest and Dispensations</u></b></p> <p>There was one declarations of interest. This was in the general matters relating to the poplar trees due to the proximity to her property by Cllr Hawthorne.</p>	
5.0	<p><b><u>To receive, adopt and sign</u></b> the Minutes of the Parish Council Meeting held on 8<sup>th</sup> April 2025</p> <p>The minutes of the meeting were signed as a true and correct record of the Parish Council Meeting held on the 8<sup>th</sup> April 2025.</p>	
6.0	<p><b><u>To Receive Reports from:</u></b>  <b><u>Ward Councillor and including 106 safety measures:</u></b></p> <p>The Ward Cllr had sent his Ward Report.</p> <p>He had sent his apologies for the meeting.</p> <p>The 106 road safety measures were still awaiting delivery. It was hoped that these would be carried out in the near future.</p> <p>The situation regarding the landslip at Hoarwithy was still ongoing. There had been updates and comments on the situation on social media.</p> <p>There would be further interaction between the parties as the situation was rectified.</p>	

7.0	<p><b><u>Election of Parish Council Officers</u></b></p> <p>It was agreed that officers would take the following roles: Cllr Williams as Footpaths Officer, Tom Straker (no longer a councillor) as Tree Warden, Cllr Lisle as Highways and Lengthsman Co-ordinator, Cllr Lisle as Website Co-ordinator/Webmaster liaison, Cllr Tatoiu as Playing field Co-ordinator, Cllr Hawthorne as Social Committee Link and Well-being Co-ordinator, Cllr da Cunha as Budget and Finance Co-ordinator and Cllr White in the role of Environment Co-ordinator.</p>											
8.0	<p><b><u>Finance and policies</u></b></p> <p>8.1) <b><u>Confirmation of bank balances</u></b></p> <p>The current account balance stood at £8554.27. With all commitments paid balance stood at £4524.20 There were no new receipts. The precept tranche for April was expected to be on the next bank statement £8212.00 from 19/04/25.</p> <p>8.2) <b><u>To agree Invoices for payment (list of proposed payments to be provided)</u></b></p> <p>To resolve to accept payments as per listing:</p> <table><tr><td>Mrs A Wright (salary paid in accordance with contract for May)</td><td></td></tr><tr><td>HM Revenue &amp; Customs (Tax due on salary)</td><td>£112.20</td></tr><tr><td>Mr. R. Simpkins (grass cutting)</td><td>£330.00</td></tr><tr><td>T Griffiths (Lengthsman)</td><td>£517.34</td></tr><tr><td>Little Dewchurch Village Hall (hall hire)</td><td>£103.00</td></tr></table> <p>The payments were resolved to be paid unanimously.</p> <p>8.3) <b><u>To adopt the new model Standing Orders for 2025</u></b></p> <p>The Parish Council resolved to adopt the new model Standing Orders for 2025</p> <p>8.4) <b><u>To adopt the new model Financial Regulations for March 2025</u></b></p> <p>The Parish Council resolved to adopt the new model Financial Regulations for March 2025</p>	Mrs A Wright (salary paid in accordance with contract for May)		HM Revenue & Customs (Tax due on salary)	£112.20	Mr. R. Simpkins (grass cutting)	£330.00	T Griffiths (Lengthsman)	£517.34	Little Dewchurch Village Hall (hall hire)	£103.00	
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<p><b>9.0</b></p>	<p><b><u>Roads and Footpaths</u></b></p> <p>9.1) <b>Lengthsman</b> - to discuss matters requiring attention on roads and footpaths.</p> <p>The Chair would ask the Lengthsman to come to a parish council meeting. The yearly plan was discussed and the insertion of maintenance days was looked at, a contingency day may be required for after the tree felling operation had taken place. The Church Lane potholes were proving a challenge. Potholes could be reported on "Report a Pothole". It was noted that the contractors would only fill in those holes that were marked on their job sheets and no others.</p> <p>The emergency closure for water works had also caused access issues. No notice was required to be given for these types of events and the road may be closed under a statutory power.</p> <p><b>9.2) Play Area Working Group – update and to confirm the annual inspection</b></p> <p>The playing field co-ordinator advised that all was in order on the playing field. There did need to be a replacement bench to replace the one that was broken. The councillors would look at availability. There would need to be a budget set aside for the replacement of equipment and benches etc. There could be some 106 money for capital replacement. Cllr Hawthorne would look at the possibility of available grants. Cllr Tatoi would remove the broken bench</p> <p>It was agreed that the annual inspection, arranged by Fran White, should be undertaken as in previous years.</p>	<p>JH FT</p>
<p><b>10.0</b></p>	<p><b><u>Planning Matters</u></b></p> <p>10.1) To consider response to Planning Applications, as notified, and then determined by Herefordshire Council</p> <p>There were no new applications for consideration of comments.</p> <p>There were no updates on pending applications.</p>	

11.0	<p>Information Sheet/Correspondence Herefordshire Council:</p> <p>Talk Community bulletins</p> <p>Locality Steward details:- Craig Sandman at E mail: <a href="mailto:craig.sandman@balfourbeatty.com">craig.sandman@balfourbeatty.com</a></p> <p>Members Monthly Update received</p> <p>Street works updates</p> <p><b><u>West Mercia Police and Golden Valley Bulletins</u></b></p> <p>Newsletters and information circulated when received</p> <p>The recent news that the PCSO shift has been proposed to finish at 20.00 instead of 22.00 has been met with concern by many communities. The Clerk has written to the Police Commissioner to ask about the situation and to raise concerns about local police presence and crime trends. A response from the Police had been circulated.</p> <p><b><u>Future Meeting dates for 2025</u></b></p> <p>June 10th</p> <p>July 8th</p> <p>No meeting in August</p> <p>Sept 9th</p> <p>Oct 7th</p> <p>Nov 11th</p> <p>No meeting in December</p>	
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12.0	<p><b><u>Little Dewchurch Social Committee – update as applicable</u></b></p> <p>The Social Committee would be looking at how the May Day Event on the village green had been marketed and comparing this to what had actually happened. There would be lessons learned.</p> <p>There was a plan to hold a “Fun Day” on the 12<sup>th</sup> July from 1.00 to 3.00 pm. There would be lots of attractions and these would include face painting.</p> <p>There was to be a Murder Mystery Evening held on the 18<sup>th</sup> October in the Little Dewchurch Village Hall. The price of a ticket would be £10 and this would include a supper and desert.</p> <p>There was to be a Fireworks Celebration held on the 1<sup>st</sup> November. This would not have a fire included, fireworks only. There would be a hotdogs, a bar and cakes. Fund raising would be taking place to support “Farming Minds”.</p> <p>The group were still looking for further volunteers to join the Little Dewchurch Social Committee.</p>	
13.0	<p><b><u>Matters for the Agenda of the next Meeting</u></b></p> <p>End of Year Accounts 2024 – 2025 plus updates on other topics such as the junction safety. Any update on the poplar trees removal plan for the playing field would also be included and residents would be kept appraised of the date for the felling.</p>	
14.0	<p><b><u>Confirmation of date of next Ordinary Parish Council Meeting</u></b></p> <p>The next Parish Council Meeting would be held on Tuesday 10<sup>th</sup> June 2025 from 7.30pm in the Village Hall.</p> <p><b><i>The Meeting closed at 8.34 pm</i></b></p> <p>Signed: .....Chair                      Date.....</p> <p>Website link: <a href="https://www.littledewchurch.org.uk/">https://www.littledewchurch.org.uk/</a></p>	

