

**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>**  
**February 2024 from 7.30 pm No. LDPC/AW/093**

**Present:**

Cllr. Phil Williams (CPW)  
Cllr. Roger Da Cunha (RDC)  
Cllr. Jane Lisle (JL)  
Cllr Jo Hawthorne (JH)

**In attendance:**

Parish Clerk; Alison Wright (AW) and Ward Cllr; David Davies plus Terry Griffiths;  
Lengthsman, Cllr Alison Cook; the Much Birch Parish Council Chair and one member of  
the public

<b><u>Item</u></b>	<b><u>Notes</u></b>	<b><u>Allocated To</u></b>	<b><u>Timeframe</u></b>
	<p><b><u>Public Question Time.</u></b></p> <p>There were no matters raised.</p> <p>The Public Question Time closed at 7.31 pm.</p>		
<b>1.0</b>	<p><b><u>Co-option of councillor and formal acceptance of councillor resignation</u></b></p> <p>There were no candidates presented for co-option at the meeting but there was a potential candidate present to observe the meeting.</p> <p>The resignation, as parish councillor, had been received by the parish council from Cllr Sue Daynes. This information would be relayed to the Electoral Services and a casual vacancy would be advertised accordingly. The Clerk had acknowledged the resignation and sent a thank you to Cllr Daynes for her time as a parish councillor.</p>		
<b>2.0</b>	<p><b><u>Apologies for absence</u></b></p> <p>There were apologies for absence received from Cllr. Florin Tatoiu (FT)</p>		
<b>3.0</b>	<p><b><u>Declarations of Interest and Dispensations</u></b></p> <p>There were no declarations of interest.</p>		

4.0	<p><b><u>To receive, adopt and sign the Minutes of the Parish Council Meeting held on 16<sup>th</sup> January 2024</u></b></p> <p>The minutes of the meeting were accepted as a true and correct record of the Parish Council Meeting held on the 16<sup>th</sup> January 2024.</p> <p>It was requested that the Finance Section would contain the bank statement balance and estimated cash book balance in future minutes.</p>		
5.0	<p><b><u>To Receive Reports from:</u></b></p> <p>5.1) <b><u>Ward Councillor:</u></b></p> <p>The Ward Cllr David Davies was present at the meeting.</p> <p>The Ward Cllr updated the meeting the 2024 – 2025 Government settlement grant funding. There were higher mileages in rural service provision and therefore a need to supplement. There had been some awards of additional funding; Rural Services Delivery Grant and extra £945,000.00 for Herefordshire. Portions of this would be used to support the Lengthsman Scheme, £250,000.00 and the Public Rights of Way would also receive £250,000.00 with the remaining £445,000.00 being allocated to the highway network. This distribution had been signed off.</p> <p>Flooding at Lower Bullingham had led to an onsite meeting of representatives from Balfour Beatty, flood officers and the Environment Agency. There were concerns expressed over proposed house building plans for the area with Bloor Homes seeking to build an additional 500 plus houses.</p> <p>The Ward Cllr had spoken to Greg Speller about the high cost attached to the highways safety deliverables in Little Dewchurch and the installation of the bollard. Greg had explained that the highway safety 106 funding had been reduced downwards every time there had been communications with the contractor on the topic. The designs were described as not having been fit for purpose but still the money had been whittled away. A lot of people had been complaining that the bollard that had been installed had made the area around it “more dangerous”. People who were trying to pull out at the junction were reporting that they had to stick out further to see past the bollard. People were still speeding through the village. There had been requests made for the bollard to be removed. The Ward Cllr was looking into this. There was comment made that all of the money had been spent and with only the bollard to show for it. Also the parish council had not been informed about the repeat costs. It was stated that Herefordshire Council are responsible for the highways. Balfour Beatty is the contractor.</p>		





7.0	<p><b><u>Roads and Footpaths</u></b></p> <p><b>7.1) Play Area - update, including poplar trees</b>  Cllr Lisle had been looking at the situation regarding the poplar trees. She had discussed the situation with a contractor and there was an option available to take out the trees with a specific machine. The trees would clear the power lines, if removed this year, if left any longer they would likely be too tall/big. There would be some hand felling also. The idea would be to stack the poplar timber near the Morristown Farm gateway for collection by an agreed purchaser. The purchase value of the timber was offset against/included within the quotation calculation. No tree felling licence was required as it was on public land. There would be an estimated four days work involved and the brash would be rolled up as mulch. For safety reasons he will also arrange for Central Networks to do a 'power down' for the duration of the felling work of the trees adjacent to the overhead power cables. The estimated time frame to do the works could be mid to late summer 2024 but this would need to be confirmed as a booking to reserve a place. The total price to carry out the removals, stacking and mulching was £5000.00 plus VAT. The total price is for tree felling, removal, stacking and clearing, leaving the site clear and tidy. There was a quotation available which would be circulated to the council members for their consideration.</p> <p><b>7.2) Roads and Footpaths</b>  The Chair advised that he would arrange for the collection of the trees as had been ordered by the outgoing councillor, S Daynes. Cllr Lisle had inspected all the Parish lanes and accordingly reported multiple potholes and tarmac erosion to Herefordshire Council.</p> <p><b>7.3) Lengthsman contract (10 minute update)</b>  Terry Griffiths the Lengthsman was present at the meeting. The first parish visit had been completed in January 2024. Gullies, grips etc. had been attended to and follow ups identified. There had been checks made on where water was lying and the next visit would be more intensive on grips. There were five maintenance days booked in altogether. JL had been out and dug a number of grips too, JL had also carried out a detailed tour of the Parish with Terry to clarify all areas of required works, both regular and occasional. There were now four maintenance days remaining. There was a discussion about the Church Road area and there were some blockages and drainage issues on the road going down towards the church. There was the issue of whether there was sufficient width at the location to have a ditch and a verge? The dog zone would be kept clear and the brambles at the perimeter of the playing field/dog zone. Signs</p>	CPW	When ready
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	<p>would be cleared around. The dog waste bin emptying requirements were clarified and Terry confirmed that all 3 bins will be emptied every two weeks on a Saturday. Terry also confirmed that all the collected dog waste is stored in a toxic waste skip supplied to him by Lydney Skip Hire. The skip is then collected from him by Lydney Skip Hire and disposed of by them in accordance with toxic waste disposal requirements. Action points would be reported back and a wish list of action points would be created. Public Rights of Way works would be on demand and at additional cost.</p> <p>Terry left the meeting at 8.35 pm.</p>		
<p><b>8.0</b></p> <p><b><u>Planning Matters</u></b></p> <p>8.1) To consider response to Planning Applications, as notified, and then determined by Herefordshire Council</p> <p>There were no further updates on planning matters or new applications for consideration of comments.</p> <p><b>9.0</b></p> <p>Information Sheet/Correspondence Herefordshire Council: Talk Community bulletins</p> <p><b>Future Little Dewchurch PC - Meeting dates for 2024 - all from 7.30 pm in the Little Dewchurch Village Hall</b></p> <p>March 12th April 9th May 14th June 11th July 9th No meeting in August Sept 10th Oct 8th Nov 12th No meeting in December</p> <p><b>9.1) To consider area for car charge point – update if available (grants?)</b></p> <p>The Ward Cllr advised that it was hoped that letters regarding car charging points would be going out to parishes by the middle of February.</p>			

<p><b>10.0</b></p>	<p><b>Community Speed Watch and any 106 updates</b></p> <p>No further 106 update.</p> <p>Community Speed Watch - Cllr Alison Cook, Chair of Much Birch Parish Council had kindly come to the meeting to relay experiences of the Community Speed Watch process. She advised that the Much Birch Parish CSW was at the “ready to go” stage. The venture was being supported by the parish council but run by an independent co-ordinator. Sites to carry out the watch had been identified in the 20 mph, 30 mph and 40 mph limit categories. The site chosen must have a safe area for people to stand while watching. Clarification would need to be sought if seeking to stand on private land. Sites on the A49 were accommodated by large and wide verges. It would be a good idea to take photos of the proposed speed watch sites and send these via the contact PCSO to the CSW co-ordinator at the police. Volunteers to carry out the CSW would also need to be found and registered. There would be 3 people per team and a minimum of 6 volunteers would be required.</p> <p>The teams would need to be available to carry out CSW at peak times during daylight hours. This would mean that the opportunity to volunteer would be restricted to those who were available during the day. All information on sites and volunteers would be sent to the Police CSW Team by the PCSO. There is no direct contact between the CSW Team and the parish. Validation of the volunteers is carried out (show ID such as driving licence or passport etc.) and then training takes place. The training is held during daylight hours. If members have not undergone the training they can participate in the watching but may not “hold the speed gun”. Much Birch has eight identified sites where the CSW will be taking place. The sites move round. A WhatsApp Group had been created for the team members to ensure quick communications between all involved.</p> <p>The parish council thanked Cllr Cook for coming to advise on the process. JH would take the venture forward for Little Dewchurch with a summary of findings. JH was nominated as CSW Co-ordinator for Little Dewchurch.</p>	<p>JH</p>	<p>March</p>
<p><b>11.0</b></p>	<p><b><u>To discuss the Clerk’s annual appraisal arrangements</u></b></p> <p>The Clerks annual appraisal would be held at 7.00 pm ahead of the March Meeting of Little Dewchurch Parish Council. Cllrs JH and JL would carry out the appraisal.</p>		

12.0	<p><b><u>Matters for the Agenda of the next Meeting</u></b></p> <p>Usual updates  Lengthsman – update  The poplar trees – action plan</p>		
13.0	<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 12<sup>th</sup> March 2024 from 7.30pm in the Village Hall.</p> <p><i><b>The Meeting closed at 9.16 pm</b></i></p> <p>Signed: .....Chair</p> <p>Date..... Website link:  <a href="https://www.littledewchurch.org.uk/">https://www.littledewchurch.org.uk/</a></p>		