

# DYMOCK PARISH COUNCIL

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## Minutes of the Parish Council Meeting

Held on Monday 14<sup>th</sup> September 2020 at 7:30pm via Zoom Conference Call<sup>1</sup>

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### Present:

Councillors: Trevor Blandford (Chairman), Terry Ball, Annie Dobson, Tony Eagle, John George, Andrew Perry

Officers: Arin Spencer (Parish Clerk and RFO)

In attendance: County Cllr Will Windsor-Clive, four (4) members of the public

The Chairman welcomed all to the meeting and began by noting the very sad passing of the Vice-Chairman, Cllr Terry Boon, in early October. Cllr Blandford said that Terry had done a huge amount over the years for the parish and his loss would be keenly felt.

63. **Apologies for absence** were received from Cllr John George who was having technical difficulty joining the meeting.
64. **Declaration of interests and requests for dispensation.** None received.
65. **Minutes**  
**Resolved** (nem con) to approve and sign the minutes of the meeting held on 14 September 2020 as a correct record.
66. **Matters arising** (for information only)  
The Clerk had nothing to report that was not covered elsewhere on the agenda.
67. **Public Participation**  
Calvert McGibbon, who moved into the parish in March, introduced himself to Council and encouraged members to support the formation of a Community Speedwatch Group (item 77).
68. **County and/or Ward Councillor Reports**  
Cllr Windsor-Clive gave members a brief report on County Council matters. He said libraries were closed during this second lockdown but Household Recycling Centres remained open, albeit with some complaints about the booking system and long queues which were being looked into.
69. **Appointment of a Vice-Chairman**  
Cllr Eagle proposed, Cllr Perry seconded and Council **resolved** (nem con) to appoint Cllr Terry Ball as Vice-Chairman for the remainder of the 2020/21 civic year.
70. **Casual Vacancy**  
The Clerk reported that the notice of a casual vacancy had been sent to the monitoring officer and published. The deadline for electors to call for an election was 19 November following which, if no such request was received, council would be free to co-opt a new member.
71. **Planning**
  - a) Members noted the list of planning decisions set out in Appendix 1

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<sup>1</sup> In accordance with The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020.

b) Members considered the following new planning applications:

Hillend Cottage, Hillend Green, Newent (P1601/20/FUL)

*Erection of a two storey extension, linked triple garage with office space above and associated works.*

It was noted that this cottage used to be a small one up one down but had grown and grown over the years. Members observed that the gateway alongside the roadside was out of keeping with the area.

**Resolved:** No comment.

Cllr John George (delayed due to technical difficulties) joined the meeting.

Land at Preston Cross, near Ledbury (P1616/20/FUL)

*Remedial amendments to an existing access off the roadside, a bridge over a sluice, turning yard area and extended hard surface, with minor landscaping across the access and down into the site. Erection of a new agricultural building. (Part Retrospective). (Resubmission).*

Members noted that the land was already being used as a business site which was in appropriate due to the dangerous access which is situated between bends in the road. The planning application was ostensibly to house sheep and park a trailer. However it was being used to park five tractors, several trailers and other heavy farm equipment.

**Resolved:** To object to the application on highway safety grounds. (Four in favour, two abstentions).

c) **Local Plan 2041 Preferred Options consultation**

Members noted the 29 January 2021 consultation deadline. It was agreed that the NDP Group should be asked to read and draft a response to the consultation in time for the next parish council meeting on 11 January 2021.

72. **Beauchamp Arms**

a) Cancellation of Lease

Following a brief discussion during which members expressed gratitude for the exceptional service given by John and Linda during the last 18 years, Council:

**Resolved** (nem con) to accept the Beauchamp Arms tenants' notice of cancellation of their lease effective 31 March 2021.

b) Advertisement of Vacancy

Members discussed the need for a rent review, taking into account the economic impact of covid-19, before the vacancy could be advertised.

Cllr Eagle proposed, Cllr Ball seconded and Council:

**Resolved** (nem con) to appoint Thomas Teague to conduct a rent review.

**Action:** Clerk to make necessary arrangements and request a quote for advertising the vacancy.

c) New Lease

Members debated whether to ask Thomas Teague, specialists in licenced property valuations, to look over the current lease drawn up by Redkite Law; or to have Wellers Hedley, specialists in parish council law, to look it over.

**Action:** Clerk to get a quote from Thomas Teague to review the lease.

d) Rental: December 2020 – January 2021

Cllr Eagle proposed, Cllr Ball seconded and Council:

**Resolved:** to maintain the rent at £1000 (plus VAT) for December 2020 and January 2021.

e) Deposit Banking Arrangements

The Clerk advised members that the solicitor holding the rental deposit could no longer do so as their accounting policies had changed. Members noted the legal requirement to hold such funds in a separate interest bearing account.

**Action:** Clerk to open a separate interest bearing account to hold the tenants' deposit.

73. **Winding Pool Car Park**

a) Nuisance parking

The Clerk updated members on the three vehicles that have been standing in the car park since July. A notice has been placed by District Council on the vehicle that is untaxed and it will be towed away if not moved within 15 days. The other two are registered SORN (Statutory Off Road Notification) and as such cannot be moved by District Council. It was suggested that a letter be placed on the vehicles asking that they be removed.

**Action:** Clerk to fix a letter to the two SORN vehicles asking the owner to remove them.

b) Car Park Regulations

The Clerk had produced draft regulations for Council to consider. Members discussed the need for additional controls for the car park.

**Action:** Cllr Dobson to draft basic proportionate regulations and present these to members at the next meeting for consideration.

74. **Public Conveniences**

a) Covid-19 risk assessment

Members considered the Clerk's risk assessment for the public conveniences and requested it be redrafted to reflect a proportionally reasonable response for a small rural parish.

b) Covid awareness notice and hand sanitiser

Members discussed the need for awareness notices and hand sanitiser and it was:

**Resolved** to fix basic hand sanitiser dispensers in the public conveniences and purchase replacement gents and ladies signs.

**Action:** Clerk to drop COVID awareness posters with Cllr George to be put up inside the toilets.

75. **Tree Safety**

a) Tree Survey

Members noted the tree survey report covering Wintours Green, the village hall car park and the play area, and considered the recommendations contained therein.

b) Tree Work

Cllr Eagle proposed, Cllr Perry seconded and Council:

**Resolved** (nem con) to appoint Adrian Hope Tree Services to do all the work recommended in the report at a cost of £ 1690 (plus VAT).

76. **Play Area**

a) Lead Member for the Play Area

Cllr Andrew Perry was appointed as Lead Member for the Play Area

Cllr Perry advised members that he and Cllr Ball had rehung the gate to the football area that had been taken off its hinges. He recommended the purchase of two combination motorcycle locks for the play area gates to prevent their unauthorised removal in future.

**Action:** Clerk to obtain two combination locks in consultation with Cllr Perry.

b) Weekly Play Area Inspection Rota

The following rota for weekly play area inspections was approved:

From	To	Member
9 November 2020	14 December 2020	Cllr Andrew Perry
14 December 2020	11 January 2021	Cllr Trevor Blandford
11 January 2021	8 February 2021	Cllr Terry Ball
8 February 2021	8 March 2021	Cllr Annie Dobson
8 March 2021	12 April 2021	Cllr Tony Eagle
12 April 2021	10 May 2021	Cllr John George

77. **Traffic Calming**

a) Community Speedwatch Group

It was agreed that Cllr Ball should look into reviving the Dymock Community Speedwatch Group through CALM.

- b) **Resolved** (nem con) to purchase a Community Speedwatch Kit consisting of Bushnell radar speed gun, protective case, batteries, clipboards (x2) and personalised hi-vis vests (x6) at a total cost of £220.15.

78. **Snow**

a) Snow Warden

**Resolved** (nem con) to appoint Cllr Trevor Blandford as Snow Warden for 2020/21

b) Snow Plough Operator

**Resolved** (nem con) to appoint Peter Davies as Snow Plough Operator for 2020/21

79. **Highways / PROW**

Members raised the following issues:

- Tractors are getting bigger and bigger and are damaging the verges, sometimes driving on both verges at the same time down narrow lanes;
- In Bromesberrow Heath mud and slurry is left on the road at certain times of the year;
- Water continues to flow down the road in Broomsgreen which is washing away the verges and making a mess; and
- A sink hole is developing fifty yards north of Greenway Cross.

**Action:** Cllr Perry to draft a letter about the above issues to the Local Area Highways Manager, Andrew Middlecote.

80. **Finance**

a) Lead Member for Finance

Cllr Perry was appointed Lead Member for Finance responsible for undertaking quarterly checks of the accounts.

b) Financial Regulations

Cllr Dobson proposed, Cllr Eagle seconded and Council:

**Resolved** (nem con) to adopt the draft Financial Regulations prepared by the Clerk

c) Bank Mandate

**Resolved** (nem con) to sign the bank mandate variation form adding the Clerk as a signatory.

d) Online Banking

**Resolved** (nem con) to approve delegate online banking access for the Clerk.

e) Financial Report

Members received and noted the summary of accounts (including budget monitoring), bank statement and bank reconciliation as at 30/09/2020.

f) **Resolved** (nem con) to approve the following payments:

Description/Payee	Chq No	Budget	Amount (£)
Website Hosting (Sept - Oct)	DD	Website & IT	21.60
WaterPlus	DD	Public Conveniences	62.24
Greenfields Garden Services	1419	Grounds Maintenance	559.48
Came & Company	1420	Insurance	1,461.01
Hall Car Park Sweeping	1422	Grounds Maintenance	25.00
Kempley Village Hall Trust	1423	Hall Hire	35.00
Greenfields Garden Services	1424	Grounds Maintenance	1,012.66
Windcross Dairies	1425	Public Conveniences	168.00
Adrian Hope Tree Services	1426	Tree Management	150.00
Clerk's Expenses	1427	Staff Costs	76.49
<b>Total</b>			<b>3,571.48</b>

g) Draft Budget

Members noted the draft budget for 2021/22 prepared by the Clerk but decided to defer this item to January to allow members to consider whether any changes need to be made.

h) Precept

Setting of the precept for 2021/22 was deferred to the January meeting.

81. **Councillors' submissions.** None.

82. **Date of next meeting**

Monday 11<sup>th</sup> January 2021 at 7:30pm remotely via video conference call.

With no further business the meeting was closed at 21:58.

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Signed (Chairman)

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Date

## Appendix 1

### Planning Decisions

Reference Address Proposal	P0009/20/DISCON Plot 1 Pitt House Barns (New) Discharge of condition 03 (surface water drainage scheme) of planning permission P1636/19/FUL. <b>Granted Permission</b>
Reference Address Proposal	P0574/20/FUL The Woodlands Marcle Road Dymock Change of use of land to additional residential curtilage to provide new replacement accesses; erection of garage/workshop and stable building ancillary to dwelling: associated landscaping. Demolition of 3 no. outbuildings. <b>Granted Permission</b>
Reference Address Proposal	P0587/20/FUL Land at Preston Cross, Ledbury Remedial amendments to an existing access off the roadside, a bridge over a sluice, turning yard area and extended hard surface, with minor landscaping across the access and down into the site. Erection of a new agricultural building. (Part Retrospective). <b>Application Refused</b>
Reference Address Proposal	P0673/20/TCA 3 Kyrleside, The Village Fell x 1 Apple Tree (T1) at 3 Kyrleside <b>Approved</b>
Reference Address Proposal	P0712/20/FUL Summerfield, Beach Lane, Bromsberrow Heath Erection of a two storey extension and single storey extension linking main house and garage. <b>Granted Permission</b>
Reference Address Proposal	P1630/20/FUL & P1646/20/FUL Timberhill Farm, Dymock Erection of an agricultural building for the housing of livestock. <b>Application Withdrawn</b>