

**Minutes of Dilwyn Parish Council Meeting held on
Tuesday 15th April 2008 at 7.30 pm in Cedar Hall.**

Present:	Councillors: C Davies (Chair) Cllrs A Brown; D Brown, J Hall; P Meanwell; P Preston, P Stilwell and R Thomas;	Actions
In Attendance:	K Smith, Clerk; Mr A Barrand (editor of Dilwynner)	
1.0	Apologies accepted from: Cllrs R Brown, M Huxtable and O Whittall	
2.0	<p>Approve Minutes from the Parish Council Meeting of 18th March 2008 Approved.</p> <p>The Parish Council was updated on the outstanding actions on the Summaries sheet.</p> <p><u>Home Guard Hut</u> No progress. Cllr Davies and Mr P Kyles will pursue this.</p> <p><u>Speed Indicator Devices</u> The SIDS trial has been completed and the results, currently being downloaded by Kingsland Parish Council, will be available for discussion at the next parish council meeting. These results will then be published in the Dilwynner. Cllr Davies had received a letter from Mrs J Hawksley expressing her concern about the SIDS machine and the unsightliness of more “street furniture”. The Parish Council proposed writing to Mrs Hawksley explaining the rationale behind the SIDS trial. The question of additional parking to prevent cars parking on the dangerous corner by Corner Cottage was also suggested. This request will be passed to the secretary of the Karen Court Committee.</p>	<p>Action: Chair & Mr P Kyles</p> <p>Action: Clerk</p>
3.0	Declarations of interest. – none	
4.0	<p>Refurbishment of Underpass Mural – Action Plan, Management and Proposed Dates</p> <p>Tony Bullen has purchased the paints for this project on behalf of the Parish Council at a cost of £90.00. Dulux Decorator Centre, Holmer Road, Hereford also donated an additional £40.00 worth of paint towards the project. The Parish Council wish to thank them very much for their generosity. Clerk to write a letter of thanks.</p> <p>An article detailing the project will go in this month’s Dilwynner.</p>	Action: Clerk
5.0	Footpaths Partnership	
5.1	<u>Appoint Mr G Duncan as Deputy Footpaths Officer.</u> Agreed to Peter Kyles’, Footpaths Officer, request.	
5.2	<u>Parish Paths Partnership Scheme</u> Received notification that Dilwyn Parish Council will be in receipt of a grant towards the maintenance of local footpaths. This money will “ring-fenced” to be used specifically for this project	
6.0	To Discuss Highways Maintenance	
6.1	<u>Visit by Highways Department</u> Cllr Davies and the Clerk met with Rob Miller and Donna Richards from the Parish Initiative team of Highways Department. A tour was taken of the parish and issued logged. A full report is available	Action:

<p>6.1.1</p>	<p>from the Clerk.</p> <p><u>Additional Highways issues</u>: Cllr Preston reported that recently cleared drains at the top of Watery Lane have become re-blocked and a large concrete ring has become displaced; Cllr Thomas asked if it would be possible to move a gate by Pump station to allow tractors a larger turning space and thus protect the ditches; he had also received a request that the trees by the Haven turn be trimmed back; Cllr Hall reported blocked ditch by Bidney Farm by hop-pickers hut.</p>	<p>Clerk</p>
<p>6.2</p>	<p><u>Set Date for Village Tidy Up</u> Wednesday 11th June 2008 at 6.00 pm. Article for Dilwynner.</p>	<p>Action: Clerk</p>

7.0	To Discuss Publicity Issues and the Idea of a Publicity Officer	
7.1	<u>Publicity Working Group</u> Cllr Davies reported back on a meeting of a working group, consisting of dilwyn.com, Dilwynner and Dilwyn Parish Council, initiated to discuss how to raise the profile of Dilwyn. Many issues were discussed including promoting dilwyn.com in the Dilwynner; advertising for a Publicity Officer to actively look for items of interest (advert to go in the Dilwynner); Village Tourist notice board (on order from G Dyer); possibility of a wireless connection point at The Crown Inn; writing of a Village History (Clerk to contact other local history societies who have already published along these lines for advice); and twinning with a Dilwyn in another country (Clerk to investigate).	Action: Clerk
7.2	<u>Mr Alec Whitfield.</u> The Parish Council would also like to take this opportunity to Thank Mr Alec Whitfield for all the work that he has done both as editor of The Dilwynner and on promoting the village via the original dilwyn.com up to today.	
8.0	To Discuss Planning Applications	
8.1	<u>DCNW2008/0731/F Pickers Hostel, Bower House Farm, Dilwyn, HR4 8JL</u> Conversion of period redundant fruit and hop pickers hostel to create one residential dwelling – visit to be arranged	Action: Clerk
8.2	<u>DCNW2008/0787/F Hillandale, Weobley, HR4 8QY</u> - Proposed internal alterations, single storey extension and new dormer windows – visit to be arranged	Action: Clerk
8.3	Reduce Cedar Tree on Dilwyn Village Green by 10% overall	
9.0	To Discuss Correspondence Received	
9.1	<u>Request from Mr Gerry Duncan for financial assistance towards cost of equipment in his role as first Responder.</u> A provisional grant of £350.00 (cost of a specific item) was suggested on the proviso that the money goes directly to equipment for Mr Duncan and does not disappear into a central pot. Proposed: Cllr D Brown; Seconded Cllr P Meanwell. Carried unanimously	Action: Clerk
9.2	<u>Cedar Hall Committee request for financial support towards maintenance of the Village Hall</u> The Parish Council felt that an annual grant towards maintenance of the Village Hall was not appropriate but suggest that the Village Hall Committee approach the Parish Council again when it has a specific request.	Action: Clerk
9.3	<u>Allianz Insurance Public Liability Renewal Invitation</u> - Agreed..	Action: Clerk
10.0	Accounts	
10.1	<u>Copy of Accounts</u> - £7,321.55	Action: Clerk
10.2	<u>Settlement for Match Funding for Dilwyn School PTFA fundraising</u> As the Bingo raised £202.00 the Parish Council agreed to pay an additional £200.00.	
11.0	Updates from School/Village Hall/Dilwynner Representatives.	
11.1	<u>School Representative.</u> Cllr A Brown reported that the Dilwyn School children who attended the recent event at Tyrrells Court, to which the Duchess of	

Cornwall was invited, were a credit to the school and the village.
He also mentioned the success of the recent school open morning which has received a number of positive comments.

<p>12.0</p> <p>12.1</p> <p>12.2</p> <p>12.3</p> <p>12.3</p>	<p>Open Discussion</p> <p><u>Tyrrells Court event</u>. Cllr Davies reported that he had been asked to represent the Parish Council at the Tyrrells Court event detailed above.</p> <p><u>Advertising in the Dilwynner</u> Cllr Thomas asked Mr Barrand, new editor of The Dilwynner, if there were any spaces for adverts in the Dilwynner as a number of individuals would like to be added. Mr Barrand volunteered to seek clarification at the next Dilwynner committee meeting.</p> <p><u>Chairman's Allowance</u> Cllr Davies raised the question of a Chair's allowance for expenses, e.g. Thank you gifts. The Parish Council felt that this was unnecessary as any expenses could be claimed back with a receipt. However they did approve the Clerk having a small petty cash allowance for emergencies (e.g. replacement of broken equipment) as long as it is all documented.</p> <p><u>School Review</u>. Mr A Barrand asked if the school was participating in the pyramid review of small schools. Cllr A Brown said he would raise the question at the School governor's meeting next week.</p>	<p>Action:</p> <p>Mr A Barrand</p>
<p>13.0</p>	<p>Date and time of next Parish Council meeting: 7.30pm Tuesday 20th May 2008</p> <p>Please note that the Annual Meeting will be held on Wednesday 7th May, 7.30 pm at the Cedar Hall.</p>	

Clerk: Kate Smith

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Summary of Actions for Meeting held 18th March 2008

- **Individual Councillors (alphabetical)**

- **Cllr Davies** 1. Pursue Renovation of Home Guard Hut with Peter Kyles; 2. Talk to Erica Creer re publicity;
- **Cllr Whittall** –1. Compile of list of individuals willing to help locals in an emergency. 2. Provide Clerk with copy of photograph of Home Guard Hut; 3. Collect and deliver next batch of sandbags.

- **Clerk**

- **On-going**
- Provide dilwyn.com with copies of minutes and agendas at same time as Councillors
- Organise any training courses required by Councillors (new timetable not yet available)
- Forward correspondence to the Dilwynner
- Compile Monthly Correspondence list
- Circulate Summaries Update from meeting with next Agenda
- Report Highways issues
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- **Specific**
- Place an article in Dilwynner advertising for a Publicity Officer
- Speed Indicator Devices – liaise with John Pudge re results for SIDS
- Progress Lengthsman scheme so ready when funding becomes available and check details with Herefordshire Council
- Contact Archaeological Dept and complete Expression of Interest Form with regard to Home Guard Hut (on hold while seeking approval of land owner)
- Write to Mr T Bullen and Dulux Decorator Centre, Holmer Road, Hereford, regarding their donation of paint for the underpass project
- Article in Dilwynner re Underpass project and send copy to Mr Bartholomew
- Complete and return Emergency Plan
- Check progress on recent requests for sandbags from individuals
- Report new Highways problems
- Follow up on moving of Post box outside Village Hall due to location above a drain (waiting for a reply)
- Settle outstanding Cheques
- Compile Standing Orders and Financial Standing Orders for Dilwyn PC
- Contact Fownhope History Society
- Letter to Mr G Bray re gateway
- Letter to Mr Les Sayers at Tyrrells
- Letter to Mrs J Hawksely re SIDS
- Letter to Mr T Hobbs, Karen Court Committee, re parking.

- Letter to Mr Gerry Duncan re proposed grant
- Letter to Mr David Fowler re decision over request from Village Hall Committee
- Letter to Mr A Whitfield