

The Annual Meeting of Dorstone Parish Council was held in Old School Hall Dorstone on **Wednesday May 17th 2017 at 7.30pm.**

Present: Councillor C Thomas, Chairman, Councillor T Usher, Councillor Hession, Councillor Meredith, Councillor A Phillips, & Mr C Hendy Parish Council Clerk.

**Election of Chairman**, Councillor Hession proposed Councillor Thomas, seconded by Councillor Usher & carried unanimously. Councillor Thomas accepted the chairman position, thanked councillors for their support & signed the declaration of acceptance of office

**Election of Vice Chairman**, Councillor Hession proposed Councillor Usher, seconded by Councillor Phillips & carried unanimously. Councillor Usher accepted the vice chairman position.

Acceptable apologies received from; Councillor Gethin, Work commitment, Councillor D Phillips, Holiday.

Apologies, Golden Valley Police

Also present Councillor P Price. Mr J Reeves

No declaration of interest.

No representation from the public

The **minutes** of meeting April 12th 2017, having been circulated, were approved as a true record and signed by the chairman.

## **Reports**

Ward Councillor Councillor Price, he had sent out his April report, gave an update on Herefordshire Council.

Golden Valley Police Annual report had been circulated

## **Planning**

No; 170576

Site address; The Little Cow House, Meadow End Barn, Dorstone, Hereford HR3 6BE

Change of use of Cow House from Holiday letting accommodation to shop/showroom for existing interior design business

Permission granted subject to conditions, decision notice circulated

For information, PC is not consultee

SITE: Jasmine Dene, Common Bach, Dorstone, Hereford, HR3 6BL DESCRIPTION: Prior notification of agricultural or forestry development - proposed building.

Prior approval not required

**HALC**, newsletter circulated, topics covered included attendance by local representative of police commissioner at PC meeting, changes to code of Conduct, Audit of accounts, enhanced protection of pubs, new duties for neighbourhood plan examinations

### **Tree Warden,**

Clerk had raised insurance cover for Tree Wardens with Herefordshire Tree Warden Network, reply "Insurance for your local Tree Warden activities is usually covered by your PC Public/Employers Insurance as volunteers - HTWN insurance only covers for joint events, trainings information stalls etc.

Clerk had also raised how the work of the tree warden is affected by the conservation area. Reply received "Conservation areas have an added implication for the care of the trees within them but that is a big topic - which was covered in his helpful Legal training event, copy of training presentation enclosed".

Presentation circulated to councillors.

Mr Reeves, tree warden gave an outline of the main functions of a tree warden,

- Champion local trees and woods, raise local awareness of importance of our trees
- Collect information about local trees
- Report on dangerous trees or particular management issues
- Provide early warning of threats, disease & decay
- Participate in relevant training to bring information to the parish
- Encourage and involve the community in tree planting & care
- Spearhead national/countywide initiatives
- Act as representative of Parish Council on tree issues where necessary

Councillors discussed the functions & considered the insurance issues, agreed tree wardens should only visually inspect trees from public access points, highway, footpath etc, not to enter properties unless invited, provide the parish council with a risk assessment & details of any visual inspections.

### **Finance**

Lengthsman £68

Hereford Tree Warden Network, Annual subscription £25

All payments authorised

Insurance Clarification had been sought regarding the tree wardens & insurance cover for them, reply received "At present, your policy does not provide cover for council volunteers but can include cover for the appointed tree wardens effective from renewal at no additional cost to you. Please can you confirm how many tree wardens you will take on and how often they will be required to carry out duties so as I can note your file accordingly. The council will need to make sure that the volunteer's details are included within their meeting minutes, an appropriate risk assessment is in place, adequate training and equipment provided and all health and safety measures are adhered to."

Pension Scheme, declaration made as required

**Highways**

Councillors considered Parish Lengthsmen & Parish Paths Partnership contract with Balfour Beatty, resolved this should be signed.

**Neighbourhood Plan:**

Councillors discussed Community Actions & the presentation for the forthcoming Annual Parish meeting.

**Information;** Herefordshire Armed Forces Day, Police Crime Commissioner presentation circulated, courses available at Hereford Records Office.

Annual Parish Meeting May 23rd, Mr P Jinman had confirmed his attendance & would speak on Neighbourhood Plan Actions.

Alternative venue or date for July meeting discussed, this was due to the Village hall being unavailable, agreed July meeting to be held on Tuesday July 11th

Date of next meeting; Wednesday June 14th 2017

No further business, the chairman thanked those who had attended & closed the meeting at 09-15pm

Signed ..... Councillor C Thomas

June 14th 2017