

## **DILWYN PARISH COUNCIL**

*Clerk: Lesley Hay*

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### **Dilwyn Parish Council Meeting held on Monday 8<sup>th</sup> June 2026 starting at 7.30pm**

The Chairman welcomed those present to the June Parish Council Meeting.

#### **MINUTES**

**Present:** Cllr J Hall (Chairman); Cllr R Fellows (Vice Chairman); Cllr D Barron, Cllr J Clarke; Cllr M Griffiths; Cllr E Jordan; Cllr P Preston; Cllr M Thomas and Cllr A Towler. Also present: Ward Councillor Nick Mason; Lesley Hay (Parish Clerk).

**1. To receive apologies for absence:** Cllr J Lewis and Cllr J Stirling-Brown.

**2. Declarations of Interest:** All Councillors declared an interest in The Crown Public House as the Parish Council is the owner of the said Public House.

**Written request for dispensation:** The Clerk reminded members that written dispensation had been received from all Councillors in respect of The Crown Public House as the Council corporate is the owner. Without the dispensation, the number of persons prohibited by section 31(4) from participating in any business would be so great a proportion of the body transacting the business as to impede the transaction of business.

**2.1** To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted. None declared.

**2.2 Attendance Ruling.** Parish Councillors are legally required to attend meetings and self-disqualification occurs if they fail to attend for six consecutive months (not six meetings), unless the reason for absence is approved by the council beforehand.

**3. Ward Councillor's Report:** Ward Cllr Mason attended the beginning of the meeting and gave a brief résumé of his report (see below). Before leaving the meeting at 7.40pm, Ward Cllr Mason stressed that Herefordshire Council is still supporting applications regarding oil grants.

- Tyrrells signage and speeding in the village – after continued “representations” from residents, I met with KP Snacks again and had a good meeting. There has definitely been an improvement, acknowledged by residents. KP Snacks has agreed to some more signage near the western entrance to the village if I can get approval for it to go in. Related to this was the idea of putting a “Warning 7.5T bridge ahead” sign (preferable to “No HGVs”) at the top of Dilwyn Common Lane (again something we have discussed) and I am trying to get that considered. I’m keen to avoid disruption

for deliveries to residents along the lane, and hopefully focusing the signage on the bridge will help that.

- Dilwyn Common Lane – I continue to try and get potholes repaired and the road scheduled for a proper repair, but in reality, we need to get drainage sorted before that... on which note...
- I have had assurances from DCWW that some serious works are being planned to fix the problems with the pumping station!
- Prep for drainage by Jubilee Brook (West View issue) – really just to note that we should mobilise people, as I would hope to see approval for works coming in the next few days.
- Flooding in Knapton. This isn't really a Dilwyn issue, but one of the key answers to the flooding there is to attenuate flooding in the NW corner between the brook and the road – and the Birley & Upper Hill PC has applied for funding for an attenuation pond to go in there if we can get landowner support. I hope there is no concern from Dilwyn about helping our neighbours!
- Trench on the A4112 – just above the Pitch. I've had it confirmed that it is still not "actionable" under the Highway Management Plan.
- Oil grants – grants continue to be made so please continue to spread the word!

### **3.1 Open Session**

3.1.1 Cedar Hall representative. Cllr D Barron very kindly put her name forward as the Parish Council representative on the Cedar Hall Committee. The Clerk will liaise.

3.1.2 Summer House – after discussion, it was agreed that the Chairman will liaise with the homeowner with regard to issues raised regarding planning.

3.1.3 Parish Councillors were asked to try and link up with their new gov.uk personal email addresses – and to inform the Clerk if they experience problems so she can liaise with Ian Brown. A vote of thanks was extended to Ian Brown for his recent help and support.

3.1.4 The Clerk explained that she had experienced difficulties in linking with the new clerk.dilwynparishcouncil.gov.uk email address – but these problems have now been resolved.

3.1.5 Ben Woodcock – it was agreed that the Clerk would extend an invite to Ben Woodcock to attend the next Parish Council meeting in July to give a presentation on the River Arrow. An invitation will be extended to neighbouring Parish Councils. The meeting will start at 7.00pm, with the presentation to last an hour followed by the monthly Parish Council Meeting.

3.1.6 The Chairman read out a letter from Sonia Freemantle with regard to arranging a 'Love our Village' team with a view to initially 'tidying up' over two days in July, i.e. 25<sup>th</sup>/26<sup>th</sup> July from 11am to 3pm. This will include painting all the other benches, weeding the Green and triangle, plus some weeding of the nearby roads and pavements. After discussion, it was agreed to back this initiative and offer support where required.

The council was asked if they could supply a trailer for the surplus greenery for the two days in July and Cllr P Preston kindly offered to park a trailer at The Crown, collect at the end of the two days and dispose of the waste. The question of high-vis jackets was raised – various Councillors thought they have some stored away and any available will be left with the trailer.

3.1.7 A possible inspection of the trees on the green was discussed. It was agreed to add this to the Precept meeting in November with a view to discussing funding for a future inspection.

3.1.8 The question of displaying the Parish Council meeting agendas on the village Parish Council notice board was raised. The Clerk reassured Councillors that the agendas are always displayed on the notice board three full days before each meeting. The agendas for each meeting are also posted on the website.

3.1.9 The litter problem along the road to Tyrrells/KP Snacks remains an ongoing problem despite reassurances from Tyrrells that they collect the litter daily. It was agreed to ask Ward Cllr Mason to discuss this issue with the company.

3.1.10 The white road markings along the road to Tyrrells have faded away creating a dangerous situation whereby HGVs are progressing in a straight line instead of turning right into Tyrrells. After discussion, it was agreed to speak with Ward Cllr Mason about getting the white lines reinstated.

3.1.11 D-Day – the Parish Council wished to record a vote of thanks to Glen White for erecting the memorial flags on the village green in remembrance of this historic day.

3.1.12 Christmas Tree Festival. The Clerk explained that she had been approached by the PCC to ask if the Parish Council would be prepared to support ‘Decorating a Christmas Tree’ in the church on the 12<sup>th</sup> and 13<sup>th</sup> December. This is to be a community project to try and encourage folk to visit the church. It was agreed to support the project and to discuss again nearer the time. The Clerk to inform the Church Warden.

### **3.2 The Chairman closed the Open Session.**

**4. To approve and sign the minutes.** After discussion, it was agreed that the minutes of the Annual Parish Council Meeting held on Monday 11<sup>th</sup> May 2026 were a true record and it was unanimously voted by the Councillors in attendance that they be adopted and signed.

### **5. Finance**

It was unanimously agreed to pay the outstanding invoices for May 2026 (circulated prior to the meeting).

5.1 The Clerk confirmed the end-of-year accounts had been submitted and receipt acknowledged.

5.2 The Clerk confirmed that Public Rights Notices are being displayed on the notice board and on the website.

## **6. Highways and Environmental Matters**

6.1 Visibility issue A4112 – Cllr D Barron explained that visibility is restricted by hedge growth and a sapling tree growing behind the Dilwyn village sign at the Leominster junction leaving the village. It was agreed to report this online so that the Locality Steward will be asked to inspect it.

6.2 The Clerk confirmed that the drainage grant applications had all been submitted on time.

6.3 It was agreed to purchase a replacement grit bin to be placed at the junction at the top of Fields Place Lane.

6.4 The Clerk explained that the road in the centre of the village had flooded again during the recent rain. The lengthsman, Glen White, inspected the drains and recommended that they all need jetting. Gareth Jenkins was asked to inspect the drains from Townsend corner to the junction with Castle Mount and he agreed they all need clearing out and jetting. The Clerk explained that she has received a quote of £500 for approximately two days' work and it was agreed to accept this quote. The Clerk to liaise with Gareth Jenkins. The lengthsman to be asked to take photos 'before and after' and to record what3words.

## **7. Footpaths**

7.1 The Clerk confirmed that she had circulated a copy of Herefordshire Council's proposed Job Description for Footpath Officers.

7.2. The Clerk explained that she had applied for funding for four self-closing gates to be installed along the DW7. This has been agreed and so the Clerk will place an order. Cllr M Thomas will take delivery and, once the crop has been taken off the field, he and Glen White (lengthsman) will arrange to install the gates.

## **8. The Crown**

8.1 The Clerk confirmed that she had received a donation of £2000 from The Friends of The Crown towards the cost of replacing the drains. The Parish Council wished to record a vote of thanks to The Friends for their generous donation.

8.2 Following discussion last year, the Clerk was asked to contact Graham Dyer for follow up with regard to replacing the rotten windows in The Crown annex building.

8.3 At the last meeting, Cllr M Griffiths reported that the fence panels surrounding the gas tank had fallen down and need replacing. Cllr P Preston confirmed he has replaced/repared the panels and gave an invoice to the Clerk. It was agreed to pay this invoice.

8.4 It had been reported that the fence panels between The Old Shop and The Crown have fallen down and need replacing with new posts. Cllr M Thomas provided the

meeting with a quote for replacement materials and labour. It was agreed to accept this quote.

8.5 Cllr M Thomas explained that the cellar top and surrounding frame are in a dangerous state and need total replacement. It was agreed that the Clerk would contact Graham Dyer for a quote and Cllr P Preston will liaise with Kevin Whittall for a second quote.

**9. Lamp Posts.** The Clerk explained that she had been approached by Dilwyn Young Farmers who are looking for a community project and have offered to repaint the village lamp posts. Discussion is ongoing with the Young Farmers Committee and the Parish Council has been asked if they will fund the cost of paint. It was agreed to fund the paint and dark green was chosen as the preferred colour. Insurance was discussed and it was acknowledged that the Young Farmers will have their own insurance in place – but, it was noted, the Parish Council’s insurance does cover volunteers.

**10. Play Park.** Cllr M Thomas reported that the various issues highlighted within the RoSPA 2025 Report have now been resolved and he had forwarded an invoice for the materials. It was agreed to pay this invoice.

**11. Dilwyn Parish Council Risk Register** – no issues raised.

**12. Update on the Asset Register**

Cllr A Towler confirmed that there are still some outstanding issues associated with The Crown before this up-to-date Asset Register can be adopted. The Chairman agreed to arrange a meeting with the tenant to discuss these issues.

**13. Police Report** – no report available.

**14. Planning**

14.1 No. 261170 – Land adjacent to Plateau – (circulated). Discussed – no comment.

14.2 No. 261110 – Bankside, Dilwyn (circulated ). Site visit arranged.

**15. To raise issues for the next meeting of the Parish Council** – no discussion.

**16. Date of next Parish Council meeting:** Monday 13<sup>th</sup> July 2026

**– with a 7.00pm start if the River Arrow presentation is confirmed.**

The Chairman closed the meeting at 8.30pm.

Signed:

Date: