

DILWYN PARISH COUNCIL

Clerk: Lesley Hay

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Dilwyn Parish Council Meeting held on Monday 9th March 2026 starting at 7.30pm

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

MINUTES

Present: Cllr J Hall (Chairman); Cllr J Clarke; Cllr M Griffiths; Cllr D Barron; Cllr J Stirling-Brown; Cllr P Preston and Cllr A Towler.

Also present: Ward Councillor Nick Mason; Lesley Hay (Parish Clerk); one member of the public.

1. To receive apologies for absence: Cllr J Lewis; Cllr E Jordan; Cllr M Thomas; Cllr D Stirling-Brown and Cllr R Fellows (Vice Chairman).

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.

3. Ward Councillor's Report

Mayors and Reorganisation: the Ward Councillor shared information on the ongoing discussion at government level with regard to mayors and reorganisation. At this time, there do not appear to be answers for the twin problems of merging Herefordshire to create a local authority of 500,000 residents (as the government wanted) and to determine which counties be placed under a regional mayor. The discussion is ongoing and will remain an important agenda item.

3.1 Open Session

3.1.1 To discuss an earlier start time for future Parish Council meetings. After discussion, it was agreed that the start time of 7.30pm be retained.

3.1.2 To discuss a presentation by the River Arrow Trust. After discussion, it was agreed to invite Ben Woodcock and his colleagues to give a presentation in June. The Clerk will liaise regarding a convenient date. The presentation will be held as an Open Meeting with an invitation extended to residents and other neighbouring Parish Councils.

3.1.3. Following an email from a local resident expressing concern about continual litter problems on the lanes leading to the Tyrrells site, it was agreed that the Chairman

would, in the first instance, inform Tyrrells/KP Snacks of the problem in the expectation of their co-operation in regularly collecting litter left by their employees.

3.1.4 It was confirmed that Village Hall Week will take place on 16th March. It was agreed that the Parish Council will have a table and Councillors J Hall, D Barron, J Stirling-Brown and J Clarke will be available to answer any questions which may arise during the event.

3.1.5 The Clerk explained that she had contacted Graham Dyer with regard to replacing any of the white posts around the village tree triangle that are rotten. There has been no response to date – Cllr J Clarke offered to speak with Graham Dyer.

3.1.6 Dilwyn Green Group – this is a newly formed self-standing environmental group within the village. Cllr A Towler was asked to invite representatives from the group to attend the Annual Parish Meeting in May and give a short presentation.

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 Parish Council Meeting held on Monday 9th February 2026 were a true record and it was unanimously voted by the Councillors in attendance that they be adopted and signed.

5. Finance

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

5.2 Assertion 10: Digital and Data Compliance – to support the 2025/26 AGAR review. The Clerk explained that – to comply with the above – all Parish Councillors are now expected to have a personal Parish Council gov.uk email address. After discussion, it was unanimously agreed to proceed and the email address format will be initial.surname@dilwynparishcouncil.gov.uk. The Clerk to liaise with the provider.

6. Highways and Environmental Matters

6.1 The Clerk explained that application forms for the 2026–2027 drainage grant funding are now available. It was agreed to apply for grant funding to assist drainage problems associated with the Jubilee ditch by Orchard Close and West View. The Clerk explained that she will need a quote and photographs – before and after – to support an application.

6.2 After discussion, it was agreed that Councillors J Stirling-Brown, J Clarke and P Preston will liaise with Cllr M Thomas and Glen White to prepare a ‘hit list’ of the various gullies/drains/ditches around the village that need immediate attention – and those that need to be on a ‘hit list’ for regular attention throughout the year. The information to be available by Friday. The Clerk will then liaise with T&T Plant Hire to arrange a day’s jetting.

6.3 The Mill – flood gauge signage. The Chairman will liaise with the resident at The Mill and Cllr M Thomas to arrange for this to be erected.

6.4 The member of the public present expressed their concern regarding the water, paper and grey/brown scum still bubbling up from a drain cover in the meadow behind Lilac Cottage, despite there being no substantial rain for 10 days. It was reported that Mayglothing are onsite 24/7 pumping out at the station. It was also noted that none of the pumps at the pumping station are working. Ward Councillor Mason is still negotiating with Welsh Water.

The question of future planning applications was discussed. Ward Councillor Mason explained that if a planning application had been passed prior to these problems, then building could go ahead. However, new planning applications are currently on hold until the problems are fixed.

6.5. The Clerk explained that the Lengthsman Agreement document for the coming financial year 2026–2027 has been received and circulated. It was agreed that the Parish Council would like to remain part of the Lengthsman Scheme and the document was signed by the Chairman and Clerk and will be returned to Herefordshire Council.

As various contractors have shown interest in quoting for the lengthsman's position, it was agreed that the post should go out to tender. The Clerk will prepare an advert to place in The Dilwynner and for circulation to neighbouring parishes via their Facebook pages.

6.6 Tyrrells signage – it was understood that this signage was to be installed last week. However, to date there is no visible signage on the main A4112.

7. Footpaths

7.1 Installation of a new footpath bridge and reopening of the DW2. The Chairman reported that installation of the concrete footings had gone well with a good local workforce turning up to help. The bridge itself is expected to arrive later this week. The Chairman expressed a vote of thanks to the Weobley Footpath Officers for their help and support with this project.

8. The Crown

8.1 Cllr M Griffiths reported that the fence panels surrounding the gas tank had now fallen down and need replacing. Cllr P Preston offered to look at this and organise replacement/installation of the panels.

9. The Pre-Renewal Insurance Questionnaire has been circulated and Cllr R Fellows has offered to read through and prepare his comments by Friday. However, if in the meantime any other Councillors wish to make comment, please inform the Clerk.

10. Dilwyn Parish Council Risk Register with Operating Instructions. After small amendments to the content of the original document, the Risk Register was unanimously adopted by those present. It was agreed that it will require regular update and should remain on the agenda for every Parish Council meeting, with a full review and adoption at the Annual Parish Council meeting in May.

11. Update on the Asset Register

11.1 The Crown. It was agreed that amendments are required to update the original document/inventory dated 2019 and, as previously agreed, the Chairman will liaise with the tenant.

11.2 To check the items at the school, with a what3words location/photo for each item of play equipment and photos of other items. Cllr J Stirling-Brown reminded those present that the recent 2025 RoSPA report will have listed and photographed the items within the Play Park. Cllr J Stirling-Brown will liaise with Cllr A Towler.

11.3 The following outstanding queries were discussed:

- (a) It was confirmed that Tippets Brook bridge is a Parish Council asset.
- (b) The financial level at which a purchase is identified as an asset and added to the register was discussed and it was agreed that £150 would be the threshold.
- (c) In future, it was agreed that newly purchased items will be added to the inventory by the Clerk along with a record of the purchase price.

The Clerk was asked to provide a list of recent additional assets and their value so they can be added to the Asset Register. It was agreed again that the Asset Register should be reviewed and adopted at the Annual Parish Council Meeting held in May of each year.

12. Police Report – no report was available.

13. Planning – no applications received.

14. To raise issues for the next meeting of the Parish Council (no discussion).

15. Date of next Parish Council meeting: this will be held on Monday 13th April 2026 at 7.30pm in the Village Hall.

The Chairman closed the meeting at 8.50pm.

Signed:

Date: