

## **DILWYN PARISH COUNCIL**

*Clerk: Lesley Hay*

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### **Dilwyn Parish Council Meeting held on Monday 13<sup>th</sup> April 2026 starting at 7.30pm**

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

#### **MINUTES**

**Present:** Cllr J Hall (Chairman); Cllr J Clarke; Cllr P Preston; Cllr E Jordan; Cllr M Thomas and Cllr A Towler.

Also present: Ward Councillor Nick Mason; Lesley Hay (Parish Clerk); PCSO Felix Rawlinson (West Mercia Police).

**1. To receive apologies for absence:** Cllr J Lewis; Cllr M Griffiths; Cllr D Barron; Cllr J Stirling-Brown; 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. Cllr J Hall declared a non-pecuniary interest in Item 3.1.4.

**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:**

3.1.1 Following an email from a local resident expressing concern about continual litter problems on the lanes leading to the Tyrrells site, Tyrrells have been contacted but no response has yet been received.

3.1.2 Tyrrells signage – the road signage funded by Tyrrells is now in place and it is hoped it will help prevent their vehicles using the village road as access to the factory.

3.1.3 Update on the pumping station. It was noted that the 24/7 tankers have now left the site. Ward Councillor Mason explained that he has liaised with the Chief Executive of Herefordshire Council regarding the lack of response/progress with this ongoing issue. It is hoped that the Chief Executive will bring this up in a scheduled meeting with the CEO of Welsh Water in a few weeks' time. In terms of outcome, Ward Councillor Mason is aiming for a roundtable of all parties to determine what needs to be done. What clearly is not working is the current belief that "the real problem is someone else's".

3.1.4 West View future drainage. The Clerk explained that application forms for the 2026–2027 drainage grant funding are now available, with a submission deadline of 16<sup>th</sup> May. It was agreed that this would be discussed further at the ‘drainage meeting’ to be held on Monday 20<sup>th</sup> April, with a view to apply for grant funding to attempt to clear the blockage from West View down into Orchard Close round the back of property No. 3 Orchard Close.

3.1.5 The Clerk explained that she had received an offer from Sonia Freemantle and team to paint the village triangle/village green benches. It was agreed to accept this kind offer, but to clarify that the benches would need staining rather than painting.

3.1.6 Missing cats eyes on A4112. Ward Councillor Mason confirmed that it is a legal requirement to have cats eyes along any road with a continuous solid white line. He also confirmed that he had discussed the matter with Simon Hobbs (Senior Accident Engineer, Herefordshire Council) and had been reassured that these will be reinstated.

3.1.7 Ward Councillor Mason gave a brief update on the government’s offer of financial help regarding increased fuel prices:

*“The government has given Herefordshire Council money to distribute to those households and businesses acutely affected by the spike in oil prices. The scheme will fund the gap between a "normal" minimum order, and the prices we are seeing at the moment; so for 500L, the grant might be worth something like £300. The grant is also roughly means-tested – although I understand households with less than £38k income will get 100%, and then there's a sliding scale. And my understanding is that the means testing is simply a self-certification by applications.*

*Eligibility is for those with urgent need to restock; roughly taken to be having less than 150L in the tank – and therefore with little choice but to pay the high prices. I am aware that this doesn't work very well with pool schemes that only work monthly, but I am working with the council to resolve this. Applications are being "turned around" and paid very quickly; typically 48hrs.*

*To apply, call 01432260401. There is a short form to complete, which should not be problematic – but please do get in touch with me on [nick.mason@herefordshire.gov.uk](mailto:nick.mason@herefordshire.gov.uk) or 07884 268624 if you do run into problems.*

*Cllr Nick Mason*

*Ward Councillor for Weobley Ward, Herefordshire County Council  
07884 268624”*

3.1.8 Ward Councillor Mason reported that there are discussions afoot to remove all overhead telephone lines/poles to encourage residents to use digital/broadband etc. Whilst this suggestion is at the early stages of discussion, Councillors were asked/warned to be aware of any implications it might have on local residents, e.g. those with personal health alarms.

### **3.2 Open Session**

3.2.1 The Clerk explained that she had contacted Graham Dyer with regard to replacing any rotten white posts around the village tree triangle. The Clerk confirmed these have now been removed for repair/replacement. The Clerk was asked to contact Graham to enquire if they can be returned before the May Day celebrations.

3.2.2 Dilwyn Green Group – this is a newly formed self-standing environmental group within the village. Cllr A Towler confirmed that a representative from the group will attend the Annual Parish Meeting in May and give a short presentation.

### **3.3 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 9<sup>th</sup> March 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 March 2026 (circulated prior to the meeting).

5.2 The Clerk explained that she had now completed the end-of-year accounts for the internal auditor (circulated). She will bring these to the May meeting for adoption and they will then be forwarded to the external auditor. The Clerk explained that she is still looking for an internal auditor – various suggestions were proposed for follow up.

5.3 The Clerk confirmed that she will be applying for VAT reimbursement.

5.4 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 confirmed she was liaising with the provider.

5.5. First responders' car insurance. After discussion – during which it was acknowledged that a sum had been set aside within the budget – it was agreed that the Clerk should pay the car insurance for the first responders' car.

5.6. Community toilet. Following a further request for financial support towards the community toilet project, it was confirmed that a £500 donation has been set aside in the new financial year's budget. It was agreed that this amount should be kept in the Parish Council account for the time being until the scheme is nearing completion. In the meantime, the Parish Council agreed to review the request again in November when next year's budget/precept is discussed and agreed.

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

6.1 The Clerk explained that application forms for the 2026–2027 drainage grant funding are now available. Cllr M Thomas and Glen White have prepared a ‘hit list’ of the various gullies/drains/ditches around the village that would benefit from immediate jetting. However, unfortunately, the drainage grant does not cover jetting and this has to be undertaken by Herefordshire Council/Balfour Beatty or funded from within the budget/precept. It was agreed to meet on Monday 20<sup>th</sup> April at 7.00pm to discuss future drainage grant applications and the possibility of self-funding the jetting programme.

6.2 The Mill – flood gauge signage. Cllr M Thomas to arrange for this to be erected.

6.3 Pumping station – local residents are still reporting concerns about water, paper and grey/brown scum bubbling up from a drain cover in the meadow behind Lilac Cottage. See Item 3.1.3 in the Ward Councillors’ report.

6.4 Lengthsman’s contract. The Clerk reported that she had received two letters declaring interest in the advertised post of lengthsman in response to the advert in The Dilwynner. After discussion, it was agreed to retain Glen White’s services as Dilwyn Parish Council’s lengthsman. It was proposed that the Clerk should write to Gareth Jenkins to thank him for his interest and ask if he would be prepared to quote for the bigger projects associated with the drainage scheme as and when they occur.

6.5 The trees on the village green have now been pruned back. No further action required.

6.6 It was noted that there will be remedial roadworks overnight on the A4112 from 20:00 on 17<sup>th</sup> April until 06:00 on 18<sup>th</sup> April 2026.

## **7. Footpaths**

7.1 Installation of a new footpath bridge on the DW2 has been completed. The Chairman expressed a vote of thanks to the Weobley Footpath Officers, Raymond Jenkins and all volunteers for their help and support with the project. It is hoped to arrange an opening ceremony in the near future.

## **8. The Crown**

8.1 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 will forward an invoice to the Clerk.

8.2 It has 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 will provide the Clerk with a quote for replacement materials and labour. The Clerk confirmed that there are funds available in the HUB account to cover these costs.

**9. The Pre-Renewal Insurance Questionnaire** has been circulated and, based on Cllr R Fellows’ comments, it was agreed to renew the policy.

**10. Dilwyn Parish Council Risk Register** – Councillors were reminded that at the last meeting it was agreed that the register will require regular updating 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**

Cllr A Towler confirmed that there are still some outstanding issues to be addressed before this up-to-date Asset Register can be adopted. It is hoped these issues can be resolved in time for it to be reviewed and adopted at the Annual Parish Council Meeting in May.

**12. Police Report** – the Chairman welcomed PCSO Felix Rawlinson to the meeting. PCSO Rawlinson reported that there had been several minor local crimes reported recently but, due to lack of evidence, it had not been possible to follow up and make arrests. PCSO Rawlinson stressed that any incidents should be reported as this enables the local police force to draw up a map highlighting areas with higher potential crime.

Several issues were raised by Councillors and PCSO Rawlinson provided local contact details including mobile numbers/email addresses. The Councillors explained that it is extremely difficult to get an answer when ringing 101 to report a crime or ask for help in dealing with a crime. PCSO Rawlinson will pass these concerns on to the relevant department.

PCSO Rawlinson explained that regular surgeries are held at The Green Bean in Weobley and extended an invitation to the Councillors and residents to attend if they have any issues they wish to discuss, either in open forum or in private.

The Chairman thanked PCSO Rawlinson for attending the meeting.

**13. Planning**

13.1 Planning Consultation – 260557 – Land adjacent to Venmore Cottage (circulated). After discussion, it was agreed to make the following comment:

*"The Parish Council would like to see some consideration made towards avoiding uniformity of the two buildings, for example taking the 2nd building to be a mirror image, or some small aesthetic changes to make each property feel unique, as is the case for most of the village."*

13.2 Planning Consultation – 261007 – Meadow View, 11 Castle Mount, Dilwyn, Hereford. APPLICATION TYPE: Works to Trees in a Conservation Area. After site visit and discussion – no objection.

13.3 Planning Consultation – 260914 – Upper Haven Cottage, Dilwyn, Hereford. DESCRIPTION: Ground floor extension to side. After site visit and discussion – no objection.

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

**15. Date of next Parish Council meeting:** Monday 11<sup>th</sup> May 2026

**Please note earlier start:**

This will be the Annual Parish Meeting starting at 7.00pm  
With a presentation by Julian Hoffstetter - Dilwyn Green Action Group

followed by  
the Annual Parish Council Meeting starting at 7.30pm

To invite all organisations to attend or send a report.

The Chairman closed the meeting at 9.30pm.

Signed:

Date: