DILWYN PARISH COUNCIL

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Draft Minutes of the Dilwyn Parish Council Meeting

held on Monday 19th October 2026 at 7.00 pm

The Chairman welcomed everyone to the October Parish Council meeting.

Present

Cllr J Hall (Chairman), Cllr M Thomas, Cllr M Griffiths, Cllr D Barron, Cllr J Clarke, Cllr R Fellows (Vice Chairman), and Cllr J Lewis.

Also Present

Ward Councillor Nick Mason, Lesley Hay (Parish Clerk), and three members of the public.

1. Apologies for Absence

Apologies were received from Cllr A Towler, Cllr P Preston, Cllr D Stirling-Brown and Cllr E Jordan.

1.2 Co-option

Following the recent resignation of Cllr J Stirling-Brown, the Chairman was delighted to introduce Mark Teakle and Simon Fosbrook, both of whom had put their names forward for consideration as Parish Councillors representing Dilwyn Parish Council.

Both applicants were invited to give a short presentation and were then asked to leave the room. Following discussion and a paper ballot, Mark Teakle was elected by majority vote and accepted the position. The Chairman welcomed him to the Parish Council.

Mark signed the Declaration of Acceptance of Office and joined the meeting with full voting rights.

The Chairman thanked Simon Fosbrook for his application and invited him to apply again should a vacancy occur in the future.

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 dispensations had been received from all Councillors in respect of The Crown Public House, as the Council corporate is the owner. Without the dispensations, 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 Exclusion of Press and Public

The Chairman requested that one item be discussed in closed session, as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

2.2 Attendance Ruling

Parish Councillors are legally required to attend meetings. Self-disqualification occurs if they fail to attend for six consecutive months (not six meetings), unless the reason for absence has been approved by the Council beforehand.

3. Ward Councillor's Report

The Ward Councillor reported on a variety of issues relating to road repairs, drainage, including works on the foul water system by Welsh Water, and improved working relations between Herefordshire Council and parish councils.

He also explained some of the recent changes to the National Planning Framework and how these affect local planning decisions. These matters will be included in his report to the Dilwynner and are therefore not included in these minutes.

3.1 Open Session

3.2 Village Tidy Group

Mrs Sonia Freemantle reported on another very successful tidy-up morning and thanked the 25 volunteers for their efforts. Significant clearance work was completed in and around the Village Green, and 388 donated bulbs were planted.

After a lengthy discussion regarding a Community Improvement / Love Your Village initiative – the following was agreed:

- The Parish Council will act as the conduit for the volunteer group "Love Your Village".
- A charter or agreement should be developed to set out the relationship and responsibilities of all parties involved.

- As there is approximately one year until participation in Love Your Neighbourhood (Heart of England in Bloom), an action plan is required to guide activities and prepare for registration in February 2028.
- Further details will be included within a proposed action plan. A template will be drafted and circulated for members to contribute to. Once agreed, information can be published in the Dilwynner.
- The next village tidy-up event is proposed for the end of February.

Fundraising

- A fundraising group will be established, led by Cllr Barron together with Mrs Sonia Freemantle and representatives from other organisations who have experience in bid writing.
- The group will work together to identify joined-up projects and funding opportunities.
- Cllr Barron will arrange the date of the first fundraising group meeting.

Priority Areas

The initial areas of focus will be:

- Play Park
- Village Green
- Underpass

Community Engagement

- A series of "Team Up to Tidy Up" events will be organised to gather ideas and feedback from the community while undertaking practical improvement work.
- These events will commence in February and continue on a monthly basis thereafter.

Actions

Action	Responsible Person
Draft charter/agreement for Love Your Village	Parish Council /LYV Group
Prepare action plan template	Cllr R Fellows/Sonia Freemantle
Publicise initiative in Dilwynner	Parish Council
Organise first tidy-up event (end of February)	Love Your Village Group
Arrange first fundraising group meeting	Cllr Barron
Develop funding bids and project ideas	Fundraising Group

3.3 Painting Lampposts

Dilwyn Young Farmers will paint three lampposts, starting at Townsend Corner. Gareth Jenkins will purchase the paint and invoice the Council accordingly.

3.4 Painting Letter Boxes

The Clerk reported that she had been approached regarding painting the two letter boxes in the village. Following discussions with Post Office management, no objections were raised, provided they are painted in the official Post Office colours.

3.5. Cllr Emma Jordan was unable to attend the meeting but raised the following issues by email :

(a) Several cat's eyes are not functioning opposite the lay-by, and from the lay-by eastwards to the underpass many are missing or broken. Concerns were also raised regarding the poor condition of the road surface, particularly near the bridge and The Haven junction, which require resurfacing. The railings over the underpass are difficult to see, vegetation is overgrown, and the area is hazardous due to wildlife crossings. Given the speed of traffic on this stretch, the reinstatement of the cat's eyes was considered important for road safety.

(b) The lane leading into the village has no cat's eyes and the white road markings are no longer clearly visible.

(c) The white road markings near the school require repainting, as motorists are reportedly driving through the junction markings due to their poor visibility, raising concerns for the safety of schoolchildren.(d)

(d) Hurst Lane remains in very poor condition, with numerous potholes reported. Concerns were expressed that the condition of the road reflects poorly on the area, particularly given the number of visitors attending the nearby karting and padel facilities. It was also noted that the spray markings identifying potholes have largely worn away.

(e) The drain cover at the end of the lane, which does not adequately capture surface water, has still not been replaced.

The Ward Councillor will take these issues forward to discuss with Highways.

3.6 Cllr Fellows highlighted that Contractors who are filling potholes immediately in front of Mr and Mrs Preston's house in Sollers, Dilwyn The Contrators have been putting excess material under the hedges – which can potentially kill them. Cllr Fellows will forward photos on to Cllr Mason who offered to raise concerns with the Contractors.

3.7 The Open Session was closed.

4. Highways and Environmental Matters

4.1 Drainage Grant Update - West View Drainage

Gareth Jenkins, with the assistance of Mark Teakle, commenced work in September. A blockage, believed to be caused by tree roots, has been discovered within the pipework and it is planned that this will be removed later this month.

Once work has been completed, a letter will be sent to neighbouring residents requesting that grass cuttings are not disposed of in the ditch.

Work on the two smaller drainage projects, which are also grant funded, will be deferred until later this month.

Concerns were again raised regarding serious flooding issues linked to the new development site. Only two houses have currently been completed, with three still to be built. It is therefore assumed that the flood prevention measures promised at a recent site meeting have not yet been fully installed.

A recent planning application has now been received for Plot 5. It was acknowledged that this could create additional flooding issues, as the plot has a separate access which may allow excess water to flow onto the main village road. This matter is discussed further under Item 13.2.

4.2 Hedge at Townsend House

Cllr Griffiths explained that the overgrown hedge at Townsend House was causing visibility issues for drivers. The Clerk was asked to write to the householders concerned.

4.3 Boyce Field Corner Drainage

The Parish Council asked the Lengthsman to inspect the ditch at Boyce Field Corner. A quotation has been received to:

- Dig out the ditch on the inside of the corner to expose the culvert pipes;
- Rod through the culvert pipework;
- Jet through the pipework to clear built-up silt and restore water flow.

Whilst it was acknowledged that this work was not included within the Flood Drainage Grant Scheme, it was agreed, due to the ongoing nature of the problem, that the work should be funded from the Parish Council's Lengthsman budget.

The Clerk will liaise with the Lengthsman.

4.4 Village Green Grass Cutting 2027

To be discussed at the Budget/Precept Meeting.

4.5 Bishon Self-Closing Gates

The Clerk confirmed that six gates had been ordered and delivered.

The invoice has been paid and reimbursement will now be claimed through the PRoW Grant Funding Scheme.

4.6 Visibility at Leominster Entrance

Cllr Barron again raised concerns regarding visibility at the Leominster entrance to the village from the A4112.

Whilst the verges have been cut, the hedges on both sides of the entrance require further cutting back to improve visibility.

Ward Councillor Mason will follow this matter up.

Resolved: Item to remain on the agenda.

5. Footpaths

5.1 DW7

Three self-closing gates have been installed, with one gate still to be installed at the top of Bankie.

5.2 DW17 and DW19

Two plank bridges remain on order.

6. Christmas 2026

6.1 Coffee Morning

The Chairman confirmed that Maria and Team Crown will organise the Coffee Morning on Saturday 28 November 2026.

6.2 Light Up Dilwyn - 2026

The Clerk confirmed that arrangements are in place. A poster will be included in the **November edition of the Dilwynner and displayed on the Parish Notice Board.**

6.3 Carols on the Green

The Chairman confirmed that Maria and Team Crown will organise Carols on the Green on Wednesday 16 December 2026.

It was suggested and agreed that this year's chosen charity should support oesophageal cancer research. The Chairman will liaise with Maria.

6.4 Church Christmas Tree

The Chairman and Clerk will liaise regarding decoration of the Church Christmas Tree. A theme is yet to be agreed.

6.5 Village Christmas Tree Lights

Cllr J Lewis agreed to liaise with the team to erect the village Christmas tree lights during the first weekend of December.

7. Minutes

The minutes of the Parish Council Meeting held on Monday 14 September 2026 were approved as a true record and signed accordingly.

8. Finance

8.1 Payments

It was agreed to approve payment of the outstanding invoices for October 2026, as **circulated.**

8.2 Budget and Precept Meeting

It was agreed, provisionally, that the Budget and Precept Setting Meeting would be held on Tuesday 3 November 2026 at 7.00 pm in Cedar Hall.

8.3 Dilwynner Invoice

It was agreed to pay this year's Dilwynner invoice, as provided for within the budget.

An application for an increase within the next financial year's budget had been received – to be discussed further at the Budget/Precept setting meeting.

8.4 Fireworks Donation

It was agreed to pay the annual fireworks donation, as provided for within the budget.

9. The Crown

9.1 Replacement Carpet

No further official update was available, although quotations continue to be obtained.

As previously agreed, Friends of The Crown will liaise with the tenant regarding preferred flooring options and present ideas and samples to the Parish Council before a final decision is made.

9.2 Fence Between The Shop and The Crown

Cllr Thomas explained that some work had been undertaken, although two panels still require replacement and the work is not straightforward.

Cllr Thomas will provide a quotation for the remaining works and is continuing discussions with The Crown's neighbouring property owner.

9.3 Cellar Head Doors

Replacement of the cellar head doors has now been completed.

The Clerk was asked to confirm whether the timber has been treated.

9.4 Annex Building Windows

Following receipt of a quotation, the Clerk was asked to liaise with Graham Dyer regarding a suitable date for replacement of the windows in The Crown annex building.

10. Play Park

10.1 Update

The Play Park formed part of the recent Village Tidy-Up morning.

Whilst the area is now much tidier, there remains a considerable amount of work to be undertaken, including removal and replacement of equipment and replenishment of bark surfacing.

Cllr Barron confirmed that she had prepared and submitted three funding applications, although responses may take between 12 and 16 weeks.

Resolved: Item to remain on the agenda.

11. Risk Register and Asset Register

11.1 Asset Register - No additional assets were recorded.

11.2 Risk Register - No issues were raised.

12. Police Report

No report was available.

13. Planning

13.1 Planning Consultation 262473

Sollers Cottage, Dilwyn, Hereford Following a site visit, no objections were raised.

13.2 Planning Consultation 262711

Land Adjacent to The Great House - Great House Orchard Dilwyn

Description: Variation of Condition 2 of Planning Permission 214615 to optimise the dwelling on Plot 5 through construction of a more energy-efficient and airtight building to meet the applicant's needs, together with a new access to Plot 5.

A lengthy discussion took place regarding this application, and a number of concerns were raised.

The Clerk was asked to prepare a response outlining:

- The site's location within a Conservation Area;
- The serious risk of additional flooding;
- The removal of soil from the site;
- The fact that, within the original planning application, it had been agreed that all construction traffic would enter and leave the site via the Weobley entrance and would not pass through the village;
- Concerns relating to mud on the road.

The Clerk will circulate a draft response before submission to the Planning Officer.

14. Items for the Next Meeting

14.1 December Meeting

It was agreed that there would be a meeting in December.

15. Date of Next Meeting

The next meeting of Dilwyn Parish Council will be held on Monday 9 November 2026.

The Chairman closed the meeting at 8.45 pm.

Signed: ..... **Date:** .....