

# Abbeydore & Bacton Group Parish Council

**Minutes of an Ordinary Meeting**  
**of Abbeydore and Bacton Group Parish Council**  
**held in Abbeydore Village Hall**  
**on Tuesday 7<sup>th</sup> January 2025**

No ABPC/MW/128

**Present**

Councillor Mrs Ann Booth Chairman  
Councillor Mr Melvin Jenkins  
Councillor Mr Keith Millington  
Clerk Mr Malcolm Walker

**Also Present**

Golden Valley South Ward Councillor Mr Matthew Engel, Police Constable Jeff Rouse and Police Community Support Officer Pete Knight from the Golden Valley Safer Neighbourhood Team, Parish Lengthsman/Contractor Mr Terry Griffiths, three members from Abbeydore Village Hall Committee and Dore Abbey Parochial Church Council plus a further member of the public

**The Parish Council Meeting was formally opened by the Chairman at 7.10pm**

**1.0 Apologies for Absence**

Apologies were received and accepted from Councillor Mr Richard Fenton and Councillor Mrs Kharon Nakielny  
Locality Steward Lara Edwards not present

**2.0 Minutes**

The Ordinary Minutes ABPC/MW/127 3<sup>rd</sup> September 2024 were unanimously confirmed as a true record and signed by the Chairman

**3.0 Parish Council Co-options**

To consider any qualifying applications for **Co-Option to Abbeydore Parish**  
No nominations received

**4.0 Declarations of Interest and Dispensations**

**4.1** To receive any declarations of interest in agenda items from Councillors  
No Declarations of Interest were made

**4.2** To consider any written applications for dispensation  
There were no written applications for dispensation made

**The Parish Council resolved to change the correct order of business at this time to  
Items 7.2, 7.1, 8.0, 9.00, 10(1a), 10(1b), 10.2 and 12**

**7.0 To Receive Reports (if available) from:-**

**7.2** Local Police update

Police Constable Jeff Rouse and Police Community Support Officer Pete Knight from the Golden Valley Safer Neighbourhood Team reported on the following:-  
No reported crimes in either Abbeydore or Bacton parish

**7.1** Ward Councillor Mr Matthew Engel reported on the following

Possible-re-organisation / merge of Local Councils resulting in larger Councils, no District Councils all to be Unitary Councils  
More Mayors  
Broadband going to happen in approximately 2 years



## 8.0 Grant Application

Dore Abbey PCC request for a Grant towards a Paupers Grave Project

“23<sup>rd</sup> November 2024 11:57 The Dore Abbey is seeking a grant for the current Paupers Graves Project. We have cleared an overgrown area in the churchyard of brambles, stones and elder. This area is known as the Paupers Graves which was used to bury the dead from Abbeydore workhouse between 1838 and 1920.

We visited Hereford Archive centre and discovered 210 souls were buried in this area.

We now have the names, age and the date they died. They were possibly buried in shrouds with little ceremony.

The plan is to install and engraved headstone which we have sourced from a local quarry.

An information board that will cover the history of Abbeydore Workhouse and the type of lives the inmates endured.

A memorial bench and also a cider apple tree as the inmates drank cider on occasions. A book will be provided for visitors to the Abbey listing the names etc. of those buried there.

We have now obtained the cost of the required items and the total cost is £4,000 pounds.

Would the Parish Council consider funding this project. We have decided to approach your selves as this project will be of local interest and relates to previous residents of the area.

Kind Regards Andrew Walker Dore Abbey PCC”

The Parish Council resolved to send a Grant Form Application and review request at the next full Parish Council Meeting. Form to be sent to Mr Andrew Walker

Memorial Head Stone approximately £650.00

Memorial Bench approximately £1,100.00

Memorial Name Board, Memorial Information Book and a Cider Apple Tree approximately £600.00

Agenda item for the next full Parish Council Meeting

## 9.0 Grant Application

Dore Abbey PCC request for a Grant towards installation of a composting toilet at the Abbey

“13<sup>th</sup> December 2024 12:42

I am contacting you on behalf of the Dore Abbey PCC.

We are currently seeking funding for a composting toilet at the Abbey as there are currently no toilet facilities available. It is the only suitable option available due to the restrictions placed on us by Historic England.

This will be used by the general public and local parishioners. We currently use port-a loos for events and as you can imagine this is far from satisfactory and costly. The footpath is part of the Golden Valley Pilgrimage route and next year we plan for pilgrims to sleep over in the Abbey

We have undertaken a great deal of research including visiting other churches with composting toilets supplied by Nat Soil. We have identified an area by the South Lytch gate where it could be installed. We are looking at the Nat Soil system and the total cost will be in the region of 16k. It will be suitable for disabled use. Needless to say any sum the Parish council could contribute to the scheme would be appreciated.

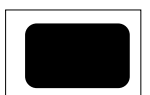
Please would you be good enough to include it as an agenda item on the 7th January.

Please can you also confirm if it ok for me to present details of this project along with The Abbeydore Workhouse project.

Kind Regards Andrew Walker Dore Abbey PCC”

The Parish Council resolved to send a Grant Form Application and review request at the next full Parish Council Meeting. Form to be sent to Mrs Sarah Roberts

Agenda item for the next full Parish Council Meeting



## **10.0 Highways and Footpaths Issues**

### **10.1 To receive new information on Parish Highways & Public Footpaths**

#### **10.1a Issues related to recent flooding on the B4347 outside Dore Abbey & The Old Rectory**

“28<sup>th</sup> November 2024 09:32 Subject: Flooding in Abbeydore

Dear Matthew and Barry,

The last months' rains have prompted me to write to you regarding a longstanding and worsening problem affecting Abbeydore and Dore Abbey.

As I am sure you know, Dore Abbey is a building of considerable historic importance, reflected in its listing, as well as a community space and place of worship. Over recent years the state of the roads and in particular the effectiveness of the drains has deteriorated significantly, such that during periods of heavy rain rivers of water cascade along the boundary road eroding the road surface. In addition, the drainage to the north of the road by the lych gate has disappeared and those to the south of the lych gate are unable to cope. It is not unusual to see significant water in the lych gate and rivers running down the path into the Abbey grounds and graves. Thankfully it has not yet reached the Abbey itself. This cannot be good for the road surface nor the structure of the lych gate, the footpath, listed boundary wall, the Abbey's schedule ancient monument grounds nor the relics found under the ground.

I would ask that all concerned review the drainage on the road passed the Abbey with a view to taking mitigating steps to reduce rainwater run-off and flooding.

Yours sincerely Philippa Spens Chairman, the Friends of Dore Abbey”

Terry (The Parish Council's Lengthsman Contractor) has previously camera and water tested the system, the conclusion being that the drainage system just does not have sufficient capacity to take the volume of storm water

Terry will visit and explore the fault in the system and quote for works

Approved by the Parish Council

#### **10.1b Issues related to flooding and road condition on the C1225 in the Jury Bridge / Farm area**

“Linda Brown 20<sup>th</sup> December 2024 12:48 Subject: Flooding of road at Jury Bridge

Good afternoon, I am hoping that you are able to help with a problem with flooding in the area of Jury Bridge, in the area of Lower Jury Farm, Bungalow, Cottages, etc.

The road has been subject to frequent flooding over the last year or so, to the point that it is impassable at times of moderate to heavy rainfall. As many other local roads also flood for a variety of reasons it restricts travel very badly.

A lot of work has already been done further up the road towards the Kingstone/Wormbridge/Abbeydore junction which has proved extremely effective. However, this water is now gathering in an area which is not effectively drained so creating more flooding.

The main problem seems to be that the level of the ditch on the left of the road, towards Forty Acres, is higher than the level of the road so the three drainage ditches dug along the middle of the bank allow the water to come back onto the road. The first drainage point by Jury Brook Cottage was effective - until all the spoil from the last work there was put in the ditch by the drainage point!!

The drainage points on the right side of the road also need to be cleared so water can leave the road.

The situation is compounded by hedge cuttings and erosion of ditches by the hedge cutters undertaking this work and obviously, by the large size of tractors using the roads.

I have tried to clear some obvious problems areas but frankly, this is beyond my abilities!

I am more than happy to meet on site to clarify.”

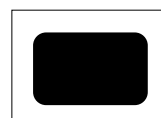
Below copy of highways issue report for your information. Your enquiry has been logged in our system and will be allocated for inspection based on current priorities and an assessment made if work is required. If you have an queries please call 01432 261800.

Your reference numbers are provided below to assist you.

Herefordshire Council Ref: FS-CASE-674973428 Balfour Beatty Ref: 11173850

Thank you for contacting Herefordshire Council.

Part of Section 3 of the Drainage Grant, Clerk will follow on up progress



10.2 Drainage Grant & Survey application accepted  
Still awaiting approval from Herefordshire Council

## 12.0 Planning Consultation

No 242753 The Tin Barn Ewyas Harold Common HR2 0JG Proposed Detached Garage and Store  
“Good morning

At the meeting of Abbeydore & Bacton Group Parish Council a unanimous resolution was made to object to application No 242753m The Tin Barn Ewyas Harold Common HR2 0JG on the grounds that this would be encroaching on important Common Land.

The original development application was for a Part Q application. It is strongly felt that the site has been developed far beyond that intended under such an application.”

**The Parish Council resumed the correct order of business at this time to Item 5.0**

## 5.0 Financial Report

### 5.1 Receipts

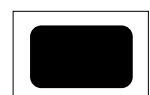
Herefordshire Council BACS Remittance Advice Reference 3385243 Part 2 Precept 2024-2025	£4,600.00
Herefordshire Council BACS Remittance Advice Reference TGC2777 TGC2870 TGC2871	£1,398.00
Herefordshire Council BACS Remittance Advice Reference TGC2872	£466.00
Herefordshire Council BACS Remittance Advice Reference TGC2869	£466.00
Herefordshire Council BACS Remittance Advice Reference TGC3006	£220.00
Herefordshire Council BACS Remittance Advice Reference TGC2921 & TGC2993	£607.00

### 5.2 Payments

Terry Griffiths (Contracts) Invoice No TGC2777	£528.00
<b>Cheque Number 001023</b>	
Abbeydore and Bacton Group Parish Council Roads - Routine maintenance June 2024 (1)	
Date of visit 20-06-24 Invoice No TGC2777	
Description of work carried out:- Routine Maintenance Scope of Works As Required	
Clear grids and clean out road gullies	
Check connecting pipe	Clear ditch leads
Strim round street furniture	Strim round grit bins
Roads Covered	Clear headwalls
C1212 From parish boundary to B4347	Wash off street signs
C1209 From B4347 to parish boundary	
U74209 From B4347 to parish boundary	
U74211 Materials Marker Spray	
Terry Griffiths (Contracts) <b>Credit Note TGC2852</b>	<b>-£31.20</b>
Reference Invoice TGC2777	
HMR&C 2 <sup>nd</sup> ¼ Payment July August September	£276.80
<b>Cheque Number 001026</b> {paid 30 <sup>th</sup> September 2024}	
*Terry Griffiths (Contracts) <b>Credit Note TGC2913</b>	<b>-£124.80</b>
Reference Invoice TGC2869 TGC2870 TGC2871 TGC2872	
Terry Griffiths (Contracts) Invoice No TGC2870	£559.20
<b>*Joint Cheque Number 001028</b>	
Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance	
July 2024 (1) 15-07-24 Invoice No TGC2870	
Description of work carried out: - Routine Maintenance Scope of Works As Required	
Clear grids and clean out road gullies	Check connecting pipe



Clear ditch leads                      Clear headwalls  
 Strim round street furniture        Strim round grit bins   Wash off street signs  
 Roads Covered  
 C1222 Within parish boundary  
 C1223  
 C1224  
 C1225  
 C1221  
 Within parish boundary    Materials Marker Spray  
 Terry Griffiths (Contracts) Invoice No TGC2871                      £559.20  
**\*Joint Cheque Number 001028**  
 Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance  
 August 2024 (1) 14-08-24 Invoice No TGC2871  
 Description of work carried out: - Specific Task C1221 Near Duffryn Farm  
 Check on BB progress on culvert repair  
 Routine Maintenance Scope of Works As Required  
 Clear grids and clean out road gullies                      Check connecting pipe  
 Clear ditch leads                      Clear headwalls  
 Strim round street furniture        Strim round grit bins   Wash off street signs  
 Roads Covered  
 C1212 From parish boundary toB4347  
 C1209 From B4347 to parish boundary  
 U74209 From B4347 to parish boundary  
 U74211    Materials Marker Spray  
 Terry Griffiths (Contracts) Invoice No TGC2872                      £559.20  
**\*Joint Cheque Number 001028**  
 Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance  
 September 2024 (1) 04-09-24 Invoice No TGC2872  
 Description of work carried out: - Routine Maintenance Scope of Works As Required  
 Clear grids and clean out road gullies                      Check connecting pipe  
 Clear ditch leads    Clear headwalls  
 Strim round street furniture        Strim round grit bins   Wash off street signs  
 Roads Covered  
 C1222 Within parish boundary  
 C1223  
 C1224  
 C1225  
 C1221  
 Within parish boundary    Materials Marker Spray  
 Notes C1212 Near Duffryn Farm Road Culvert Issue  
 BB have done some work but have not remedied the issue  
 Terry Griffiths (Contracts) Invoice No TGC2869                      £529.00  
**\*Joint Cheque Number 001028**  
 Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance  
 October 2024 (1) 18-10-24 Invoice No TGC2869  
 Description of work carried out: - Routine Maintenance Scope of Works As Required  
 Clear grids and clean out road gullies                      Check connecting pipe  
 Clear ditch leads                      Clear headwalls  
 Strim round street furniture        Strim round grit bins   Wash off street signs  
 Roads Covered  
 C1212 From parish boundary toB4347  
 C1209 From B4347 to parish boundary  
 U74209 From B4347 to parish boundary  
 U74211                      Materials Marker Spray



TEEC Limited Invoice No INV-4994 £155.99  
 Website Hosting 2024-2025  
**Cheque Number 001029**  
 Clerk's Salary October 2024 Gross £461.34  
 Mileage £4.32  
 Postage £0.85 pence  
 Village Hall Electric £3.00  
 Tax £92.20 NIC £0.00  
 Nett Pay £377.31

**Cheque Number 001030**  
 Clerk's Salary November 2024 Gross £461.34  
 Postage £2.20  
 Tax £92.20 NIC £0.00  
 Nett Pay £371.34

**Cheque Number 001032**  
 Clerk's Salary December 2024 Gross £461.34  
 Mileage £8.64  
 Postage £0.85 pence  
 Tax £92.40 NIC £0.00  
 Nett Pay £378.43

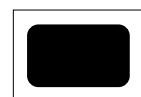
**Cheque Number 001033**  
 HMR&C 3<sup>rd</sup> ¼ Payment October November December £276.80

**Cheque Number 001034** {paid 31<sup>st</sup> December 2024}  
 Terry Griffiths (Contracts) Invoice No TGC2921 £528.00

**\*Joint Cheque Number 001035**  
 Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance  
 October 2024 (1) Green 16-10-24 Invoice No TGC2921  
 Description of work carried out: - Routine Maintenance Scope of Works As Required  
 Clear grids and clean out road gullies Clear receiving chambers Check connecting pipe  
 Clear grips and reform leads Clear ditch leads Clear headwalls  
 Strim round street furniture Strim round grit bins  
 Wash off street signs Report defects not rectified on the visit date to PLLO  
 Roads Covered  
 C1212 From Abbeydore Court to parish boundary  
 C1221 Within parish boundary  
 C1225  
 C1223

From C1225 to C1224 junction Materials Marker Spray  
Notes C1212 maintenance terminated at Abbeydore Court due to flooding  
 Terry Griffiths (Contracts) Invoice No TGC2993 £528.00

**\*Joint Cheque Number 001035**  
 Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance  
 November 2024 (1) 27-11-24 Invoice No TGC2993  
 Description of work carried out: - Routine Maintenance Scope of Works As Required  
 Clear grids and clean out road gullies Check connecting pipe  
 Clear ditch leads Clear headwalls  
 Strim round street furniture Strim round grit bins Wash off street signs  
 Roads Covered  
 C1222-Within parish boundary  
 C1223  
 C1224  
 C1225  
 C1221-Within parish boundary Materials Marker Spray



Notes C1212 Abbeydore Court Area Defect visit

Drains silted up from flooding will need approved task visit with jetter to clear

Terry Griffiths (Contracts) Invoice No TGC3006

£528.00

**\*Joint Cheque Number 001035**

Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance

December 2024 (1). Yellow. 11-12-24 Invoice No TGC3006

Description of work carried out: - Routine Maintenance Scope of Works as Required

Clear grids and clean out road gullies      Clear receiving chambers      Check connecting pipe

Clear grips and reform leads

Clear ditch leads      Clear headwalls

Strim round street furniture

Strim round grit bins

Wash off street signs      Report defects not rectified on the visit date to PLLO      Roads Covered

C1212-from A465 to B4347

B4347- ST Marys Church Area

U74212

C1209-From B4347 to parish boundary

U74211

U74209

U74210

U74213-from B4347 to parish boundary

Materials      Marker Spray

Notes U74213-Cym Cottage-drain-jetter required

Dore Community Transport Remittance Advice ABPC 07/01/2025

£150.00

**Cheque Number 001036**

Bacton PCC Remittance Advice ABPC 07/01/2025

£120.00

**Cheque Number 001037**

Bacton Village Hall Remittance Advice ABPC 07/01/2025

£80.00

**Cheque Number 001038**

Abbeydore Village Hall Remittance Advice ABPC 07/01/2025

£90.00

**Cheque Number 001039**

Dore Abbey PCC Church Fund Remittance Advice ABPC 07/01/2025

£140.00

**Cheque Number 001040**

Clerk's Salary January 2025 Gross

£461.34

Postage

£1.70

Tax £92.20 NIC £0.00

Nett Pay £370.84

**Cheque Number 001041**

20<sup>th</sup> November 2024 Information Commissioners Office (ICO) DD £34.00

ICO Z928127X

**Resolved unanimously that all payments are approved**

**5.3 Bank Balances**

Bank Statement @ 4<sup>th</sup> September 2024

Treasurers Current Account

No 04

£9,679.47

Bank Statement @ 4<sup>th</sup> October 2024

Treasurers Current Account

No 05

£15,691.66

Bank Statement @ 4<sup>th</sup> November 2024

Treasurers Current Account

No 06

£14,510.09

Bank Statement @ 4<sup>th</sup> December 2024

Treasurers Current Account

No 07

£14,563.78

Bank Statement @ 4<sup>th</sup> September 2024

Business Bank Instant Account

No S05

£12,348.54

Bank Statement @ 4<sup>th</sup> October 2024

Business Bank Instant Account

No S06

£12,359.03



Bank Statement @ 4 <sup>th</sup> November 2024		
Business Bank Instant Account	No S07	£12,369.19
Bank Statement @ 4 <sup>th</sup> December 2024		
Business Bank Instant Account	No S08	£12,380.37

Lloyds Bank are changing the Parish Council Account to a Community Account as of 14<sup>th</sup> January 2025

**Bank reconciliations signed for both accounts by the Chairman**

*{Cheque Signatories:- Councillor Mrs Ann Booth Chairman,  
Councillor Mr Richard Fenton and Councillor Mr Keith Millington}*

**5.4 To consider for approval proposed 2025-2026 Draft Budget**

The 2025-2026 Draft Budget was considered and the Parish Council unanimously approved an increase of £1,000.00 to £10,200.00

Proposed by Councillor Mrs Ann Booth Chairman and Seconded by Councillor Mr Keith Millington

**5.5 To set Precept for the 2025 – 2026 Fiscal Year**

The Parish Council resolved to set the precept for the fiscal year 2025-2026 at £10,200.00

Proposed by Councillor Mrs Ann Booth Chairman and Seconded by Councillor Mr Keith Millington

**6.0 Application for “.gov.uk” domain**

Parish Council update with regards to “.gov.uk” domain  
“.gov.uk” Domain Names now live

**7.0 To Receive Reports (if available) from:-**

**7.1** Ward Councillor Mr Matthew Engel  
See after Item 4.0

**7.2** Local Police update  
See after Item 4.0

**8.0 Grant Application**

Dore Abbey PCC request for a Grant towards a Paupers Grave Project  
See after Item 4.0  
Agenda item for the next full Parish Council Meeting

**9.0 Grant Application**

Dore Abbey PCC request for a Grant towards installation of a composting toilet at the Abbey  
See after Item 4.0  
Agenda item for the next full Parish Council Meeting

**10.0 Highways and Footpaths Issues**

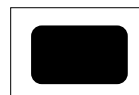
**10.1** To receive new information on Parish Highways & Public Footpaths

**10.1a** Issues related to recent flooding on the B4347 outside Dore Abbey & The Old Rectory  
See after Item 4.0

**10.1b** Issues related to flooding and road condition on the C1225 in the Jury Bridge / Farm area  
See after Item 4.0

**10.2** Drainage Grant & Survey application approved  
See after Item 4.0

**10.3** Update on Parish Lengthsman monthly maintenance schedule and pre-approved drainage works  
Ongoing works approved by the Parish Council  
“B” Road Cwm Pitch to Ewyas Harold Clerk to follow up progress  
Any drainage works undertaken, Councillor Mr Keith Millington to be Lengthsman contact





### **11.0 Public Question Time**

A 10 minute period is to be allocated if required to facilitate any member of the public to address the assembled Parish Councillors.

No matters raised

### **12.0 Planning Consultation**

No 242753 The Tin Barn Ewyas Harold Common HR2 0JG Proposed Detached Garage and Store

See after Item4.0

### **13.0 Parish Noticeboards**

To approve replacement Noticeboard at the Cockyard

The Parish Council resolved for the Clerk to source a replacement Noticeboard for siting on the Mission Hut at the Cockyard

Proposed by Councillor Mrs Ann Booth Chairman and Seconded by Councillor Mr Keith Millington

### **14.0 Information Sheet**

Update on previous action points and a list of correspondence received plus

2025 Proposed Parish Council Meeting Dates Calendar

#### **Planning Result**

12 <sup>th</sup> February 2024	Planning Consultation 240174 Oak House Abbeydore Hereford HR2 0A Proposed variation of condition 6 following grant of planning permission ref 220736 (Proposed change of use of existing wainbarn and car port to provide gym/training facilities including resistance pool) To widen use to allow small group & personal training sessions in the week <b>Planning Permission Granted 14<sup>th</sup> November 2024</b>
29 <sup>th</sup> October 2024	Planning Consultation 241831 Farm House Farm Abbeydore Hereford HR2 0AL Proposed replacement of existing post and rail fence at bottom of garden with 2m close-boarded fence <b>Planning Permission Granted 12<sup>th</sup> December 2024</b>
27 <sup>th</sup> June 2024	Planning Consultation 241601 Hollingwood Farm Abbeydore Hereford HR2 0JQ Change of use of land from agricultural to a small-scale touring caravan site for holidays (retrospective). <b>Planning Permission Still Valid</b>

#### **Correspondence received**

No new correspondence received

### **15.0 Agenda of Next Meeting**


Dore Abbey PCC request for a Grant towards a Paupers Grave Project

Dore Abbey PCC request for a Grant towards installation of a composting toilet at the Abbey

### **16.0 Date, Time and Venue of Next Meeting**

Confirmed that the next meeting will be an ordinary meeting of the Parish Council in Abbeydore Village Hall Tuesday 4<sup>th</sup> March 2025 to commence at 7.00pm

Parish Council meeting declared closed at 8.42pm

Signed..........

Parish Councillor Mrs Ann Booth Chairman

Dated this day 4<sup>th</sup> March 2025