

Wigmore Group Parish Council

Councillors are summoned to the scheduled meeting of the Parish Council on Monday 13 February 2023 at 7.00pm at The Meeting Room, Petchfield House SY8 2HJ

Directions: from Wigmore, through Leinthall Starkes towards Elton.
Turn right at Wheely Wonderful Cycling, and right again to Petchfield House.

The Press & Public are cordially invited to attend.

1. **To receive apologies for absence.**
2. **To receive Declarations of interest and written requests for dispensations.**
3. **Open Session**
 - 3.1. To receive report from Ward Cllr Carole Gandy
 - 3.2. To receive views of residents on parish matters
 - 3.3. To receive reports from Councillors
4. **Minutes. To approve minutes of the scheduled meeting 9 January 2023.**
5. **Vacancies.**
 - 5.1. To note new vacancies on the Parish Council and
 - 5.2. To consider co-option to the Parish Council.
6. **Finance.** To note balances, payments made between meetings, and approve payments in Appendix 1.
7. **Planning Matters.**
 - 7.1. To consider information received from *The Transportation Consultancy* regarding proposed and future developments in Wigmore village including options for a Transport Strategy.
 - 7.2. To consider taking independent advice on any future developments that may have a sizeable impact on the infrastructure for Wigmore and the surrounding communities.
 - 7.3. To consider Draft Heads of Terms re Proposed Planning Obligation Agreement Section 106 Town and Country Planning Act 1990 for Planning Application 221923, Land at Perry Field, Bury Lane.
8. **Planning.** To consider responses to applications to be determined by Herefordshire Council.
 - 8.1. [Planning Re-consultation - 221923](#) - Land at Perry Field, Bury Lane, Wigmore, Herefordshire Outline application with all matters, save access, reserved for the erection of up to 25 residential units and associated infrastructure. Amended documents. **Re-consultation – Amended Red Line to incorporate land required for surface water drainage swale.** *Deadline 6 February.*
 - 8.2. [P223639/FH - Full Householder](#) Leinthall Starkes, Mortimer, The Beech House Leinthall Starkes Ludlow Herefordshire SY8 2HP, Installation of a 18.4 kW ground-mounted solar array (part retrospective), Valid. *Deadline 21 Feb.*
 - 8.3. [P224135/L - Listed Building Consent](#) Wigmore, Mortimer, Queens House Ford Street Wigmore Leominster Herefordshire HR6 9UN. Proposed replacement of the ground floor and first floor bay windows and Re-roof the western elevation clay tiled roof. , Valid. *Deadline 15 Feb.*
9. **Consultation.** To consider response to Agricultural Planning Supplementary Planning Document (AP SPD). *Deadline extended until 24 February 2023.*
10. **Parish Council Elections 4 May 2023.** To consider raising awareness of forthcoming elections and note [information available for candidates on the Herefordshire Council website](#).
11. **Meeting Dates.** To consider
 - 11.1. Moving the April meeting scheduled for Easter Monday, 10 April.
 - 11.2. Moving the May meeting scheduled for Bank Holiday Monday, 8 May.
 - 11.3. Dates for Annual Parish Meetings for Pipe Aston, Elton, Leinthall Starkes and Wigmore.
12. **Working Groups.** To consider membership of working groups and tasks to be arranged.
13. **Tree Warden.** To discuss who might fill this role, noting it does *not* have to be a councillor.
14. **To consider inviting The Zone Committee to a Parish Council meeting.**

15. **Defibrillator at Leinthall Starks.** To consider working with charity A E D Donate which offers £400 towards cost of defibrillator. Total package £2099, less £400 £1,699.00 including VAT. (£1,415.83+VAT) in addition to renovation costs.
16. **Highways.** To consider
 - 16.1. New village name signs e.g for Leinthall Starks.
 - 16.2. Additional temporary signage for C1019
17. **Website.** To receive update from Herefordshire Association of Local Councils ref. progress on .gov website and councillor email addresses.
18. **St James Churchyard, Wigmore** To consider asking the Church of England to assess stability of bank at assumed boundary to the north or the churchyard.
19. **Bury Lane Playing Field.** To consider
 - 19.1. Arrangements for inspections of play equipment.
 - 19.2. Location for climbing frame due for installation.
 - 19.3. Measures to prevent misuse of the car park.
 - 19.4. Access to the field following reports of joy riders.
20. **Information items, correspondence & training.** To note and action, as necessary.
21. **To raise matters for next scheduled meeting.**
22. To confirm date and location of next scheduled meeting - Monday 13 March 2023

Mrs Maggie Brown, Clerk to the Council

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Telephone 07398 222 310

8 February 2023

Appendix 1

Lloyds Bank Balance at 7 Feb 2023	£ 47,501.55
Payment between meetings HMRC PAYE (ER NI)	£ 36.87
Ringfenced Funds: Bury Lane Playing Field Project	£ 2,503.63
Millennium Bench Fund (Wigmore village)	£ 149.00
Election Fund	£ 2,059.02
Traffic/Signage	£ 2,918.00
Restricted Fund - from the National Lottery	£ 10,000.00
Reserve Fund	£ 7,500.00
General Revenue Reserve	£ 11,853.68
TOTAL ringfenced	£ 36,983.33
Un-ringfenced funds available:	£ 10,481.35
Payments for approval. Amounts include VAT where applicable*	
Herefordshire Association of Local Councils Affiliation 2023/24*	£ 672.36
Countrywide Grounds Maintenance Jan Inv. 273969*	£ 207.00
Clerk, Payroll Month 10	£ 617.47
HMRC PAYE Month 10	£ 103.60
Clerk's Expenses #	£ 105.98
Total Payments	£ 1,706.41
Un-ringfenced balance after payments:	£ 8,774.94
Clerk's Expenses # Home Working Annual Allowance £100 and printing costs £5.98	