

Wigmore Group Parish Council

Councillors are summoned to the scheduled meeting of the Parish Council on Monday 13 March 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 13 February 2023.**
5. **Finance.** To note balances, payments made between meetings, and approve payments in Appendix 1.
6. **Planning.** To consider responses to applications to be determined by Herefordshire Council.
 - 6.1. [P221608/FH](#) Re-consultation - Wigmore Hall Wigmore Hall Wigmore Leominster HR6 9UL.
Proposal Erection of a timber garage and store and tennis court in the grounds with the construction of a new track, fencing, entrance gate and low-level stone wall with patio area.
 - 6.2. Prior Approval – [P/230440/PA7](#) - Lower House Farm, Wigmore, Leominster, HR6 9UL
Application for prior notification for an agricultural building for additional storage. *Not accepting comments.*
7. **Planning Matters.**
 - 7.1. To consider Appeal Reference: APP/W1850/W/22/3311861. 220747 Old Juniper Cottage, Pipe Aston, Ludlow, SY8 2HG. Extension to Old Juniper Cottage in the Picturesque tradition and change of use of land to residential use. *Deadline 16th March.*
 - 7.2. To consider response to Pre-Order Consultations Highways Act 1980 Section 119, Proposed Public Path Diversion Order Footpath WQ1 (Part) In The Parish Of Wigmore Group Parish Council. Consultation from FLOW Consult Ltd. *Deadline 14 March.*
8. To consider response to West Mercia Police on the Local Policing Community Charter.
9. **Leinthall Starkes Phone Box Project – refurbishment and installation of a defibrillator.**
 - 9.1. To confirm Working Group membership to oversee the project.
 - 9.2. To note donations received and figure agreed in Budget for 2023/24 (from 1 April 2023).
 - 9.3. To confirm choice of charity/group to support the Parish Council in the correct provision of a defibrillator.
 - 9.4. To consider delegating responsibility to the Clerk, in conjunction with the Working Group, to complete the project. Including: arranging sandblasting/painting, purchase of spare parts as required, purchase and installation of a defibrillator, and other necessary items/services required to complete the project, without further recourse to the Parish Council.
10. **Village Signage for Leinthall Starkes.** To agree reimbursement for payment of signs on receipt of invoice.
11. **Policies.** To consider adopting updated versions of:
 - 11.1. Asset Register (to include condition reports)
 - 11.2. Risk Management Policy
 - 11.3. Publication Scheme
12. **Election.** To receive updates on the forthcoming election, noting number of vacancies in Wigmore Parish.
13. **Parish Meetings.** To agree dates for Parish Meetings for Wigmore, Leinthall Starkes, Elton & Pipe Aston.
14. **Highways & Public Rights of Way.** To consider
 - 14.1. Problem arising from cars parked outside The Oak public house alongside the A4110.
 - 14.2. Options following flooding of C1019 in Pipe Aston due to cracked clay drainage pipe.
 - 14.3. Maintenance which might be considered under the Lengthsman grant scheme, 2022/23 or 2023/24.
 - 14.4. PROW in need of maintenance in the Parishes.
15. **Bury Lane Playing Field.** To consider arrangements for inspections of play equipment.
16. **Information items, correspondence received & requests for training.** To note and action, as necessary.

17. To raise matters for next scheduled meeting.
18. To confirm date and location of next scheduled meeting - Monday 10 April 2023

Mrs Maggie Brown, Clerk to the Council

Email clerk@wigmoregrouppc.co.uk

Telephone 07398 222 310

8 March 2023

Appendix 1

Lloyds Bank Balance on 7 Mar 2023 £49,062.88

Payment between meetings £35.00 (Information Commissioners Office)

Ringfenced Funds: Bury Lane Playing Field Project £2,503.63; Millennium Bench Fund (Wigmore village) £149;

Election Fund £2,059.02; Traffic/Signage £2,918.00; Restricted Fund - from the National Lottery £10,000;

Donations towards Defibrillator Project £3,619.50; Reserve Fund £7,500; General Revenue Reserve £11,853.68;

TOTAL ringfenced £40,602.83. Un-ringfenced funds available: £8,425.05

Payments for approval. Amounts include VAT where applicable*

Eyelid Productions Inv 3213. Annual Website support	£100.00
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Countrywide Grounds Maintenance Feb Inv. 501271 *	£207.00
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Clerk, Payroll Month 11	£617.47
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HMRC PAYE Month 11	£103.60
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Clerk's Expenses #	£370.19
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Total Payments	£1,398.26
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Un-ringfenced balance after payments:	£7,026.79
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Defib battery £356.80*; Mileage & Parking* £10.40; Printer Ink £2.99*.