

Wigmore Group Parish Council

Councillors are summoned to the Scheduled meeting of the Parish Council
on Monday 11 December 2023 at 7.00pm The Meeting Room, Petchfield House SY8 2HJ
The Press & Public are cordially invited to attend.

AGENDA

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 November 2023.
5. **Vacancies on the Parish Council.** To consider applications for co-option to the Parish Council, if received.
6. **Finance**
 - 6.1. To reaffirm decision taken on 22 May 2023 to apply for a Lloyds Charge card, and decision in June 2023 to provide all information required by Lloyds Bank, including a dual signed letter of confirmation. A copy of signed Minutes from this meeting are required to continue the process, to be submitted in January.
 - 6.2. To note payments and receipt since publication of the November agenda: Received £200 from Herefordshire Council. Lengthsman Funding. Paid £240 to Yatton Farm Services for drainage works, and £30 to Leo Pest Control for emptying dog bin. Vat recoverable £45.
 - 6.3. To note combined balances Lloyds Bank on 5 December 2023 £45,488.62.
 - 6.4. To note Reserves and Ringfenced funds: Reserve Fund £7,500; General Revenue Reserve £16,264.96; Millennium Bench Fund (Wigmore village) £98.90; Election Fund £2,060; Defibrillator Projects £6,299.47. TOTAL ringfenced/reserves £32,223.33 Un-ringfenced/reserve funds available: £13,265.29.
 - 6.5. To consider payments for approval.

		VAT
a) Countrywide Grounds Maintenance Inv. 540182 Nov 2023	£223.56	£37.26
b) Herefordshire Council Inv 91591423 Uncontested election charge	£480.19	
c) Clerk, Payroll Month 8 £764.40 gross plus £151.66 backpay (£43.33 x 7 / 2) £732.86		
d) HMRC PAYE Month 8 £183.20 and ER NI contributions £21.81	£205.01	
e) Clerk's Expenses Dec* printer ink £2.99 Mileage £9.90	£12.89	£0.50
Total Payments	£1,654.51	£37.76
Un-ringfenced/Reserve balance after payments:	£11,610.78	
7. **Planning.** To consider responses to applications to be determined by Herefordshire Council.
 - 7.1. [P233261/F - Planning Permission](#) Wigmore, Mortimer, Pig And Whistle Cottage Pig And Whistle Road Lingen Deerfold Herefordshire. Construction of new garage and gym, landscaping works and change of use. (Part retrospective)., Valid. *Deadline 29/11, Determination date 29/12.*
 - 7.2. [P233446/K Works to Trees in a Conservation Area](#). Road junction at Barnett Lane and A4110, Adj. The Old Courthouse, Wigmore. A Weeping Willow (Salix Babylonica) near the junction of Barnett Lane and A4110, Wigmore. Two split limbs in the top of the canopy, and a number of dead branches, the tree is weighted significantly over the road. Tree to be removed as it causes an obstruction to heavy vehicles and is not suitable for the location.
8. **Budget 2024-25.** To set the budget for 2024-25.
9. **To set the Precept for 2024-25.** Request form be submitted to Herefordshire Council by 31 December.
10. **Consultation. To consider responses to**
 - 10.1. Wigmore School regarding it joining the Heart of Mercia Multi Academy Trust. *Deadline 18 December*
 - 10.2. Herefordshire Council regarding Public Space Protection Orders / dog control. *Deadline 13 December*

11. **Lengthsman.** To consider works to be undertaken by a Lengthsman under the Funding Scheme.
12. **St James Churchyard, Wigmore. Fencing and repairs.** To note pre-planning advice from Herefordshire Council, if received, and consider submitting a planning application.
13. **Bury Lane Playing Field.**
 - 13.1. **To note inspection of play equipment.**
 - 13.2. **To consider purchasing signage indicating recommended age groups for play equipment.**
14. **Information items, correspondence received & requests for training.** To note and action, as necessary.
15. To raise matters for next scheduled meeting.
16. To confirm date and location of the next meeting of the Parish Council, Monday 8 January 2024.

Mrs Maggie Brown, Clerk to the Council

Email clerk@wigmoregroupparishcouncil.gov.uk

Telephone 07398 222 310

6 December 2023