

Wigmore Group Parish Council

Councillors are summoned to the Scheduled meeting of the Parish Council
on Monday 12 February 2024 at 7.00pm Wigmore Village Hall
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 8 January 2024.
5. Vacancies on the Parish Council. To consider applications for co-option to the Parish Council, if received.
6. Finance
 - 6.1. To note verification of bank reconciliation for quarter three (to end December 2023).
 - 6.2. To note request for Lengthsman match funding £2034 submitted before deadline of 31 January.
 - 6.3. To note payments since publication of the January agenda: £30 (VAT £5) Leo Pest Control for emptying dog bin. Payments set up 6 February, not deducted from balances below: Yatton Farm Services Inv 920 £840 (VAT £140) for removal of Willow tree and MJH Contracting Inv 74 for clearing pavement between Kings Meadow and the village.
 - 6.4. To note combined balances Lloyds Bank on 6 February 2024 £42,497.31.
 - 6.5. 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 £1,579.81; Defibrillator Projects £6,299.47; St James Churchyard Fence £1,000; TOTAL ringfenced/reserves £32,743.14.
Un-ringfenced/reserve funds available: £9,754.17
 - 6.6. To consider payments for approval.

a) Countrywide Grounds Maintenance Invs. 549785 & 555180 Jan & Feb	£447.12	£74.52 VAT
b) Herefordshire Association of Local Councils Inv H2095. Affiliation.	£733.54	£122.26 VAT
c) Clerk, Payroll Month 10 £764.40 gross plus £176.40 Overtime	£752.60	
d) HMRC PAYE Month 10 £183.20 and ER NI contributions £25.23	£213.43	
e) Clerk's Expenses Jan and Feb *	£145.05	£20.00 VAT
Total Payments	£2,291.74	£216.78 VAT
Un-ringfenced/Reserve balance after payments:	£7,462.43	

* Mileage £25.07, Novel Lane sign £114 & printer ink £5.98. Total VAT £20
7. Planning. To consider response to application to be determined by Herefordshire Council.
 - 7.1. [P240183/K - Works to Trees in a Conservation Area](#) Wigmore, Mortimer, Brook House Wigmore Leominster Herefordshire HR6 9UJ. Yew tree crown reduction and lifting by 50% to prevent overshadowing of rest of garden. Dead flowering cherry tree to be removed. *Deadline 14 Feb.*
 - 7.2. [P240043/K - Works to Trees in a Conservation Area](#) Wigmore, Mortimer, The Old Court House Wigmore Leominster Herefordshire HR6 9UJ. Removal of 15 Lleyandii trunks and brash plus 5 x dead stumps (ivy covered 3-6ft in height) along border of driveway to property and A4110. The removal from site will be done by a registered tree surgeon, Valid. *Deadline 31 Jan*
 - 7.3. To consider taking independent advice on application P233577/RM and its impact on services.
 - 7.4. To consider submitting additional comments relating to [P233577/RM - Approval of Reserved Matters](#) Wigmore, Mortimer, Land at Perry Field Bury Lane Wigmore Herefordshire , Land at Perry Field Bury Lane Wigmore Herefordshire , Application for approval of reserved matters (Appearance, Landscaping, Layout & Scale) following outline approval 221923 (Outline application with all matters, save access, reserved for the erection of up to 25 residential units and associated infrastructure), Valid. *Deadline extended to 15 Feb.*
8. **Article in Herefordshire Times.** To clarify decision taken in December regarding [Public Spaces Protection Orders](#) highlighting that dog fouling in public spaces is an offence.

9. **Anonymous Letter.** To note receipt and action taken.
10. **Bury Lane Drainage.** To consider drainage improvements suggested by residents, receive report following first inspection by Yatton Farm Services and Mr Watkins from Balfour Beatty and consider any further action.
11. **St James Churchyard, Wigmore.** Fencing and repairs. To consider quotes for a Heritage Impact Statement to be completed before a planning application is submitted.
12. **Leinthall Earls Quarry Liaison Meeting.** To consider attending meeting being arranged on Weds 21/2.
13. **Poors Wood Common.** To consider quotations for tree works at the Common.
14. **Bury Lane Playing Field.**
 - 14.1. To consider replacing rotten fence post between the field and the stream.
 - 14.2. To consider barbed wire on fencing around the field, and potential use of cautionary signage.
 - 14.3. To note inspection of play equipment.
15. **To consider dates for four Annual Parish Meetings,** Pipe Aston, Elton, Leinthall Starkes and Wigmore.
16. **To consider purchase of wildflower seeds for verges.**
17. **Dog bin at School Lane.** To consider increasing waste collections from every 6 weeks to every 4 weeks.
18. **Information items, correspondence received & requests for training.** To note and action, as necessary.
19. To raise matters for next scheduled meeting.
20. To confirm date and location of the next meeting of the Parish Council, Monday 11 March 2024.
21. **To resolve to exclude the press and public from the following confidential item.**
To consider report following the clerk's appraisal and any actions arising.

Mrs Maggie Brown, Clerk to the Council

Email clerk@wigmoregroupparishcouncil.gov.uk

Telephone 07398 222 310

7 February 2024