

Wigmore Group Parish Council

Councillors are summoned to the Scheduled meeting of the Parish Council on Monday 11 March 2024 at 7.00pm The Meeting Room, Petchfield House. *///clarifies.regret.shifts*
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 12 February 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 invoice for Hall Hire expected and agree payment on receipt.
 - 6.3. To consider applying for trade account with TFM Farm & Country Superstore Ltd., Ludlow.
 - 6.4. To consider quotation CCM343 from Balfour Beatty. Pipe Aston village sign, design only £339.83.
 - 6.5. To consider applying for an Equals business expense card.
 - 6.6. To note payments/receipts since publication of the February agenda: Payments: £45.00 to Wigmore Village Hall for Hall Hire, £485.00 MJH Contracting for works on Bury Lane, £35.00 to The Information Commissioners Office. Receipts: £1970 Lengthsman funding from Herefordshire Council, £50 compensation from Lloyds Bank following a complaint raised.
 - 6.7. To note Lloyds Bank combined bank balances on 6 Mar 2024 £39,603.05
 - 6.8. To note Reserves and Ringfenced funds: Reserve Fund £7,500.00, General Revenue Reserve £16,264.96, Ringfenced: Millennium Bench Fund (Wigmore village) £98.90, Election £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: £6,859.91
 - 6.9. To consider payments for approval.

Countrywide Grounds Maintenance Inv. Mar	£223.56	£37.26 VAT
Leo Pest Control Inv SI-98648_emptying dog bin on 8 February	£36.00	£6.00 VAT
Eyelid Productions Inv 3545. Annual Website support	£100.00	
Yatton Farm Services Inv. 929. Drainage works	£840.00	£140.00 VAT
Yatton Farm Services Inv. 929. Tree work, Poors Wood.	£1,224.00	£204.00 VAT
Clerk, Payroll Month 11	£644.13	
HMRC PAYE Month 11 £161 and ER NI contributions £6.50	£167.50	
Clerk's Expenses *	£73.79	£0.67 VAT
Total Payments	£3,308.98	£387.93 VAT
Un-ringfenced/Reserve balance after payments:	£3,550.93	

*Mileage £19.80, printer ink £3.99, Home Working Allowance £50. Total VAT 67p
7. Planning. To consider response to application to be determined by Herefordshire Council.
 - 7.1. [P240337/XA2 - PP - Approval of details reserved by condition](#) Elton, Mortimer, Land at Elton Farm C1019 From Westfield Farm To St Marys Church Elton Herefordshire. Application for approval of details reserved by condition 3 attached to planning permission 210338., Valid. Comments not being accepted.
 - 7.2. [P240481/K - Works to Trees in a Conservation Area](#) Wigmore, Mortimer, Castle Way Wigmore Leominster Herefordshire HR6 9UD. Proposed works felling of large conifer tree adjacent to north side of property as it has low amenity value and is too close to the property, Valid. *Deadline 15/3*
 - 7.3. [P240245/F - Planning Permission](#) Wigmore, Mortimer, Land adjacent Woodbatch Cottage Birtley Deerfold Bucknell Herefordshire SY7 0EF. Proposed change of use of strip of land from agricultural to residential curtilage. Extensions to Woodbatch Cottage, to include demolition of timber barn and construction of link and replacement structure., Valid. *Deadline 20/3*

8. **To consider further action relating to an HGV sign at Elton Triangle.**
9. **Kings Meadow.**
 - 9.1. To note permission received from Balfour Beatty to carry out certain works at Kings Meadow under the Lengthsman scheme.
 - 9.2. To consider arrangements for completing tasks.
10. **St James Churchyard, Wigmore.** Fencing and repairs. To receive Heritage Impact Statement from CJR Heritage and consider detail for proposed planning application to be submitted.
11. **Bury Lane Playing Field.**
 - 11.1. To consider quotation for replacing a number of fence posts between the field and the stream.
 - 11.2. To consider removing barbed wire on fencing around the field, or potential use of cautionary signage.
 - 11.3. To receive updated and further consider installation of bollard at the pedestrian entrance.
 - 11.4. To note inspection of play equipment.
12. **Public Rights of Way.**
 - 12.1. To receive update on WQ17 between Ford Street and Wigmore School grounds and agree action to ensure the path is clear of vegetation.
 - 12.2. To note resignation of Footpaths Officer, and consider advertising the post.
13. **To consider dates for four Annual Parish Meetings,** Pipe Aston, Elton, Leinthall Starkes and Wigmore.
14. **Dog bin at School Lane.** To consider purchase of sign indicating ownership of the bin.
15. **Trello.** To consider using Trello to monitor progress of actions agreed by the Parish Council.
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, time and location of the next meeting of the Parish Council, Monday 8 April 2024, Wigmore Village Hall.

Mrs Maggie Brown, Clerk to the Council

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6 March 2024