

Wigmore Group Parish Council

Councillors are summoned to the Scheduled meeting of the Parish Council
on Monday 8 April 2024 at 7.10pm in 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 11 March 2024.
5. Vacancies on the Parish Council. To consider applications for co-option to the Parish Council, if received.
6. Finance
 - 6.1. To receive yearend report from the Responsible Financial Officer and consider recommendations.
 - 6.2. To consider donation towards a 2024 Wigmore School Award.
 - 6.3. To note payments/receipts since publication of the March agenda: **Payments** £45 to Bilbrough Properties (Hall Hire), £350 to CJ Richards for Heritage Impact Assessment and £560 to MJH Contracting for Inv 81, works completed at Kings Meadow and £10 on Equals Cash Card. **Receipts:** £1185 and £541 from Herefordshire Council re WGPC invoices Lengthsman Invs 2023-24_05 and 2023-24_06 and VAT reclaim £965.52
 - 6.4. To note Lloyds Bank combined bank balances on 1 April 2024 £38,079.51.
 - 6.5. To note Reserves and Ringfenced funds having transferred balances at yearend: Reserve Fund £7,500, General Revenue Reserve £8,424.36, 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 £24,902.54. Un-ringfenced/reserve funds available: £13,176.97
 - 6.6. To consider payments for approval.

a) Leo Pest Control Inv SI-99070_emptying dog bin on 4 March	£36.00	£6.00 VAT
b) Clerk, Payroll Month 12 2023/24	£644.13	
c) HMRC PAYE Month 12 £161 and ER NI contributions £6.50	£167.50	
d) Clerk's Expenses £59.99 MS 365 and £8.28 mileage	£68.27	£10.00 VAT
Total Payments	£915.90	£16.00 VAT
Un-ringfenced/Reserve balance after payments:	£12,261.07	
7. Planning. To consider response to application to be determined by Herefordshire Council.
 - 7.1. [P240536/F - Planning Permission](#) Leinthall Starkes, Mortimer, The Old Blacksmiths Yard Leinthall Starkes Herefordshire. Proposed conversion of rural building into residential accommodation. Deadline 19/4
 - 7.2. [P240847/F - Planning Permission](#) Wigmore, Mortimer, Caravan Park, The Castle Inn Ford Street Wigmore Leominster Herefordshire HR6 9UN. Application for **approval of details reserved by conditions 2 & 5** attached to planning permission 232691. Comments not accepted.
8. Planning Matters. To consider:
 - 8.1. Herefordshire's Draft Local Development Plan including Rural Settlement Hierarchy and implications for the Wigmore Group Neighbourhood Development Plan.
 - 8.2. Date/time to meet with Herefordshire Council NDP Team, to discuss the Wigmore Group NDP.
9. **Poors Wood Common.** To consider management options.
10. **Consultation.** To consider:
 - 10.1. Whether to respond to the Herefordshire Council Gambling Policy, Statement of Principles.

10.2. Policing Priorities in response to consultation from The Safer Neighbourhood Team, West Mercia Police.

11. Bury Lane Playing Field.

- 11.1. To consider contacting Severn Trent about works being carried out and temporary fencing installed.
- 11.2. To consider erosion of grass around picnic table. Deferred in November 2023 until spring 2024.
- 11.3. To note inspection of play equipment.

12. Highways/Public Rights of Way/Lengthsman

- 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 consider potential PROW works, information including costings to be submitted under the PROW funding scheme.
- 12.3. To consider the Lengthsman Contract with Herefordshire Council prior to signature and return.
- 12.4. To consider adjustment to WGPC's contract with the Lengthsman contract to include works at Kings Meadow.
- 12.5. To consider submitting expression of interest in the Local Drainage Funding Scheme, with detail of any potential drainage tasks.

13. Information items, correspondence received & requests for training. To note and action, as necessary.

14. To raise matters for next scheduled meeting.

15. To confirm date and location of the Annual Meeting of the Parish Council, Monday 13 May 2024, approx. 7.30pm at Wigmore Village Hall starting immediately after the Wigmore Annual Parish Meeting.

Mrs Maggie Brown, Clerk to the Council

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3 April 2024