

Wigmore Group Parish Council
Councillors are summoned to the scheduled meetings of the Parish Council
on Monday 8 July 2024 at 7.15pm at Wigmore Village Hall

The Press & Public are cordially invited to attend.

AGENDA - SCHEDULED MEETING

38./2024 **To receive apologies for absence.**

39./2024 **To receive Declarations of interest and written requests for dispensations.**

40./2024 **Open Session.**

- a) To receive report from Ward Cllr Carole Gandy.
- b) To receive views of residents on parish matters.
- c) To receive reports from Councillors.

41./2024 **Minutes. To approve minutes of the scheduled meeting 10 June 2024.**

42./2024 **Vacancies on the Parish Council.** To consider applications for co-option to the Parish Council.

43./2024 **Finance**

- a) To receive Quarter End report from the Responsible Financial Officer.
- b) To note payments/receipts since publication of the June agenda: £113.50 to resident – materials for refurbishment of Leinthall Starkes notice board, £2,000 grant to Wigmore Community Centre, and (not yet authorised), £252 to The Parish Notice Board Company - 50% deposit for new board at Wigmore.
- c) To note Lloyds Bank combined balances on 2 July 2024 £41,391.98.
- d) To note Reserves and Ringfenced funds: Reserve Fund £7,500, General Revenue Reserve £8,424.36, Millennium Bench Fund (Wigmore village) £98.90, Election Fund £1,579.81, Defibrillator Projects £4,124.47, St James Churchyard Fence £1,000. TOTAL ringfenced/reserves £22,727.54.
Un-ringfenced/reserve funds available: £18,664.44.

e) **To consider payments for approval.**

		VAT
i.	Leo Pest Control Inv SI-100316/ Empty dog bin 7/6	£36.00 £6.00
ii.	Active Garden Ltd., INV-5830. Basket swing seat.	£810.00 £135.00
iii.	Countrywide Grounds Maintenance Inv 578739	£428.00 £71.33
iv.	John Williams Design No 4.624. Planning maps.	£64.12
v.	MJH Contracting Invoice #092. Churchyard path and Lengthsman	£180.00
vi.	Clerk, Payroll Month 3 2024/25	£644.13
vii.	HMRC PAYE Month 2 £161 and ER NI contributions £6.50	£167.50
viii.	Clerk Expenses June & July. Mileage	£26.46
ix.	Total Payments £2,356.21	£212.33
	Un-ringfenced/Reserve balance after payments:	£16,308.23

44./2024 **Planning.** To consider response to applications to be determined by Herefordshire Council.

- a) [P241435/XA2 - PP - Approval of details reserved by condition](#) Pipe Aston, Mortimer, Juniper Cottage Pipe Aston Ludlow Herefordshire SY8 2HG. Application for approval of details reserved by conditions 5 attached to planning permission 214251., Valid. Not accepting comments.
- b) [P241571/J - Works to trees covered by TPO](#) Wigmore, Mortimer, St James Church Castle Street Wigmore Leominster Herefordshire HR6 9UD. Lawson Cypress TPO_040. Crown lift to 2.5m for access. Reference T001 on Tree Location Plan., Valid. *Application made by Wigmore Group Parish Council. Deadline 18 July.*
- c) [P241104/F – Planning Permission](#). St James Church Castle Street Wigmore Leominster Herefordshire HR6 9UD. Proposed installation of safety fence, information board and handrail near eastern entrance. Repair to gatepost at eastern entrance. *Application made by Wigmore Group Parish Council. Deadline 25 July.*

45./2024 **Projects.**

- a) Notice board at entrance to Kings Meadow. To consider purchase of replacement board.
- b) To consider employing a maintenance person at hourly rate for minor jobs e.g. signage, new notice board(s).

46./2024 **St James' Church, Wigmore**

- a) To consider management of arisings following works completed by Caring for Gods Acre.

47./2024 **Trees.**

- a) Poors Wood Common. To consider management options.
- b) To note update on advice relating to trees in Kings Meadow.
- c) To consider report that Ash trees at Bury Lane Playing Field may have dieback.

48./2024 **Highways.** To consider recent mowing of verges in the Group Parish and agree action.

49./2024 **Bury Lane Playing Field.**

- a) To note inspection of play equipment.
- b) To consider enabling access to copse at the southeast corner of the field.

50./2024 **Public Rights of Way** To consider removal of grass encroaching onto PROW WQ4 (to Wigmore Castle) and damage caused by delivery vehicle.

51./2024 Information items, correspondence received & requests for training. To note and action, as necessary.

52./2024 To raise matters for next scheduled meeting.

53./2024 To confirm the next scheduled meeting of the Parish Council, Monday 9 September 2024 7pm at The Meeting Room, Petchfield, there being no scheduled meeting in August.

Mrs Maggie Brown, Clerk to the Council

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3 July 2024