

Wigmore Group Parish Council

Councillors are summoned to the scheduled meeting of the Parish Council
on Monday 9 December 2024 at 7.00pm, The Meeting Room, Petchfield.

The Press and Public are cordially invited to attend.

AGENDA

109./2024 **To receive apologies for absence.**

110./2024 **To receive Declarations of interest and written requests for dispensations.**

111./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.

112./2024 **Minutes.** To approve minutes of the scheduled meeting 11 November 2024.

113./2024 **Finance**

- a) To consider funding daffodil bulbs to be planted at Bury Lane Playing Fields.
- b) To consider funding materials for an owl box to be installed in Wigmore closed churchyard.
- c) To agree signatory permitted to set up online payments in the absence of the Clerk.
- d) To note payments/receipts since the November agenda: Equals Money Purchases £3.99 printer ink, £9 Land Registry Plans.
- e) To note bank balances on 3 December 2024 Lloyds Bank £27,612.98, Unity Trust Bank £19,010.00, Equals Money Account £173.73.
- f) To note Reserves & Ringfenced Funds: Reserve Fund £7,500, General Revenue Reserve £6,944.36 Millennium Bench Fund (Wigmore village) £98.90, Election Fund £1,579.81, Defibrillator Projects £4,005.47, St James Churchyard Fence £1,000. TOTAL ringfenced/reserves £21,128.54
Un-ringfenced/reserve funds available: £6,658.17.
- g) To consider payments for approval.
 - i. Countrywide Grounds Maintenance Inv 604990 £428.00 £71.33 VAT
 - ii. MJH Contracting Inv. 28/11 £325.00
 - iii. Leo Pest Control Inv SI-102556 re 31/10 £36.00 £6.00 VAT
 - iv. Clerk, Payroll Month 8 2024/25. Including backpay Mths 1-7 £816.07
 - v. HMRC PAYE Month 8 £204 and ER NI contributions £36.16 £240.16
 - vi. Clerk Expenses. Mileage Nov and Dec £34.95
 - Total Payments £1,880.18 £77.33 VAT
 - Un-ringfenced/Reserve balance after payments: £23,996.91

114./2024 **Budget 2025-26.** To finalise the budget.

115./2024 **Precept 2025-26.** To set Precept and submit request to Herefordshire Council. Deadline 31/12.

116./2024 **Policy.** To consider adopting a WGPC Tree Safety Policy and Management Plan.

117./2024 **Millenium Green.** To consider persons to install a bench which is being provided by a resident.

118./2024 **Kings Meadow Notice Board.** To consider purchase of replacement board of similar specification to Leinthall Starks.

119./2024 **Consultation.** [Budget 2025/26 consultation – Herefordshire Consultations](#). Herefordshire Council.

120./2024 **Grit Bin.** To consider applying for quotation from Herefordshire Council for an additional bin, to be placed near the Ford Street entrance to Wigmore School.

121./2024 **Gabbs Solicitor.** To consider requesting information on historic records held by the Solicitor and method of digitally copying them for the Parish Council.

122./2024 **St James' Churchyard, Wigmore.**

- a) To receive update from the Working Group and consider actions arising from the 2024 Quinquennial Report.
- b) To consider additional work to the hedge by the eastern entrance not included in the above.
- c) To consider quotation for handrail, for steps on east side of the church.

123./2024 **Trees.**

- a) Poors Wood. To consider works due to be completed in January 2025.
- b) Bury Lane Playing Field. To consider appointment of a consultant to provide a report.

c) St James's Churchyard, Wigmore. As per item 122.a)

d) Kings Meadow. Note: Broadleaf Arborists to complete planned work starting 6th January 2025.

124./2024 **Public Rights of Way**. To note damage to kissing gate below Wigmore Castle and consider action.

125./2024 **Bury Lane Playing Field**.

a) To note inspection of play equipment.

b) To note a waste bin is not available from Herefordshire Council and consider options.

c) To consider request from Wigmore Show to hold the event at the field on Saturday 30 August 2025.

126./2024 To discuss the establishment of a **Mortimer Ward Flood Group**.

127./2024 Information items, correspondence received, & requests for training. To note and action, as necessary.

128./2024 To raise matters for next scheduled meeting.

129./2024 Date of the next scheduled meeting: Monday 13 January 2025 7.00 pm at Wigmore Community Centre.

Mrs Maggie Brown, Clerk to the Council

Email clerk@wigmoregroupparishcouncil.gov.uk

Telephone 07398 222 310

4 December 2024