

Wigmore Group Parish Council

Councillors are summoned to the scheduled meeting of the Parish Council
on Monday 10 February 2025 at 7.00pm, Wigmore Community Centre.

The Press and Public are cordially invited to attend.

AGENDA

150./2024-25 To receive apologies for absence.

151./2024-25 To receive Declarations of Interest and written requests for dispensations.

152./2024-25 **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.

153./2024-25 **Minutes.** To approve minutes of the scheduled meeting 13 January 2025.

154./2024-25 **Vacancies.** To consider applications for co-option to the Parish Council, if received.

155./2024-25 **Finance**

- a) To note verification of bank reconciliation for Quarter 3, to 31 December 2024 and consider member to verify future reconciliations.
- b) To note transfer of £995.75 final balance from Lloyds to Unity Trust Bank on 24 Jan 25.
- c) To note payments/receipts since the January agenda: Lloyds. £4.25 service charges 20/1. Unity: £695 30/1 to MJH Contracting ref works in Kings Meadow, £6 service charge 31/1. Equals £3.99 printer ink.
- d) To note bank balances on 5 February 2025 Unity Trust £38,632.05 Equals Money Account £181.76.
- e) To note Reserves and Ringfenced Funds. Reserve £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: £23,676.16
- f) To consider payments for approval.

		VAT
i.	Countrywide Grounds Maintenance Inv. 614618 January.	£428.00 £71.33
ii.	Leo Pest Control Inv SI-103812	£36.00 £6.00
iii.	Clerk, Payroll Month 10 2024/25.	£665.60
iv.	HMRC PAYE Month 10 £166.40 and ER NI contributions £10.21	£176.61
v.	Clerk Expenses. Mileage.	£21.96
vi.	Wigmore Village Community Centre Inv 53. Hall Hire 10 Feb	£30.00
	Total Payments	£1,358.17 £77.33
	Un-ringfenced/Reserve balance after payments:	£16,426.00

156./2024-25 **Planning.** To consider response to applications to be determined by Herefordshire Council.

- a) [P243175/RM - Approval of Reserved Matters](#) Wigmore, Mortimer, Land at Perryfields Bury Lane Wigmore Herefordshire. Application for approval of reserved matters following outline approval 221923/O (Outline application with all matters, save access, reserved for the erection of up to 25 residential units and associated infrastructure)., Valid. *Deadline 27 February.*
- b) [P243295/K - Works to Trees in a Conservation Area](#) Wigmore, Mortimer, Denvers House Wigmore Leominster Herefordshire HR6 9UD. Undertake a re pollarding of one willow tree located on the south corner of Denver house The canopy of the willow tree has exceeded the available space. It is overhanging Denver house affecting the gutters & lower roof line and blocking light out from the surrounding garden area. The property owners are also concerned of potential damage to the house if there were to be any limb failures from wind exposure. Valid *Deadline 11 February.*

157./2024-25 **Policies.** To consider adopting in readiness for the Annual Parish Council meeting in May.

- a) Risk Management Policy.
- b) Financial Regulations.
- c) Reserves Policy.
- d) Biodiversity Policy and objectives. (Environment Act 2021.)

158./2024-25 **Kings Meadow.**

- a) To consider text for replacement notice board
- b) To consider having grit bin moved from C1009 and agree more suitable location.

159./2024-25 **St James' Churchyard, Wigmore.** To consider

- a) Quotation to repair handrail on west entrance. £267 net for post and labour.
- b) Removal of grass from pathway between eastern and western gates, noting offer from Breedon Quarry to deliver scalplings to improve the surface.
- c) Hedge cutting, south and east boundaries.

160./2024-25 **Trees.** To note and consider

a) **Bury Lane Playing Field.**

- i. Report from Andrew Pickup Forestry dated January 2025. See separate report.
- ii. Reference Tree ref. 374 - whether to reduce the crown or fence off access to the tree.
- iii. Reference Tree ref. 375 - whether to fell the tree or fence off access to the tree.
- iv. Quotations for works recommended within the next three months.
- v. Submitting application for Felling Licence for works recommended between 1 & 2 years.
- vi. Replanting after trees are felled.

b) **St James Churchyard.**

- i. Trimming back Yew tree close to southeast boundary by up to 2m.
- ii. Submitting Tree Works Application to include all listed in Andrew Pickup's report, and additional Yew.

c) **Poors Wood.** To note update on works completed and consider payment of invoice on receipt.

161./2024-25 **Bury Lane Playing Field.**

- a) To note inspection of play equipment.
- b) To consider installing a dead hedge.
- c) To consider advice from Active Garden Ltd. and note mat by 4 x 4 games installed free of charge.
- d) Activities at Bury Lane Playing Field 2025.

162./2024-25 **Local Nature Recovery Strategy (LNRS).** To consider assessment of map.

163./2024-25 **Waste Bins.** To note request that bin in Kings Meadow be a) emptied and b) moved to Bury Lane Playing Field and consider additional waste bins in Wigmore village.

164./2024-25 **Pipe Aston village sign.** To consider plan provided and suitability of location.

165./2024-25 **Wigmore Community Centre.** To discuss Coffee mornings at the Hall.

166./2024-25 **C1019.** To consider update on roadworks.

167./2024-25 **To consider dates** for Annual Parish Meetings 2025 between 1 March and 31 May.

168./2024-25 Information items, correspondence received, & requests for training. To note and action, as necessary.

169./2024-25 To raise matters for next scheduled meeting.

170./2024-25 To confirm date of the next scheduled meeting Monday 10 March 2025 7.00 pm at The Meeting Room, Petchfield.