

Annual Maintenance Plan 2026/27

Annual Maintenance Plan for the City, Town or Parish Council of: -

Wigmore Group

This plan is for the financial year that commences on the April 1st 2026.

Statement of Objectives

It is **Herefordshire Council's** objective that the public realm throughout the county should consist of places where the people who live there are increasingly satisfied that those places reflect what matters to them. It is our objective to ensure that:

- **The Public Realm is accessible, safe, clean and well-maintained** Service should be achieved effectively, and our customers should recognise and value the investment decisions that are made, the improvements that follow and see that waste that has been removed from the process of delivery.

Correspondingly it is our objective to ensure that we are:

- **Maintaining the delivery of essential services,**
- **Achieving value for money and that,**
- **The service is efficient and responsive to local needs and priorities.**

In achieving what matters, recognised and valued contributions will also be made to improving outcomes for our communities and the economy. Accordingly, it is our objectives that:

- **The Public Realm Services contribute to the regeneration of the economy and social capital in Herefordshire.**

It is Wigmore Group Parish / Town Council's objective to:

- To ensure with Herefordshire Council that the Public Realm is accessible, safe, clean and well maintained.
- As necessary on a reactive basis to effect maintenance of drainage, Parish Council assets and the Parish environment in line with permissible activities on C&U classed roads within the Parish area.
- To make improvements to drainage assets within the City, Town or Parish area where appropriate and in accordance with Parish Council responsibilities.
- To maintain and enhance City, Town and Parish assets where placed in the Public Realm.

Please indicate in the sections below all works the Lengthsman will carry out. Including which works are due to be funded via Herefordshire Council Lengthsman funding and any works which will be delivered via separate funding. This ensures there are no duplicates in work and Herefordshire Council is aware of works the Lengthsman are being tasked to complete on behalf of the Parish Council.

Lengthsman Funding Scheme

To be completed by the parish

Lengthsman activities – To be delivered using Lengthsman funding

Activity	Level of Service or Frequency	Budget
Cut grass verge A4110 from junction Kings Meadow towards the centre of the village to end of footpath.	Eight times a year.	£720.00
Pavement by verge as above. Clear debris and leaves.	Twice a year.	£120.00
Pavement, kerb and hedge Bury Lane. Between junction with Ford Street and vehicular entrance to Kings Meadow.	Twice a year.	£490.00
Trim hedge growth around road signs from Ford Street, Wigmore to far end of Pipe Aston.	Twice a year.	£750.00
Clear saplings/weeds by phone box and letter box in Wigmore centre	Twice a year.	£120.00
Removal of small tree saplings - Kings Meadow	Annually	£150.00
Maintaining Laurels in Kings Meadow	Annually	£1,120.00
		Total £3,470, to be part funded from precept.

Performance Measures		
Measure	Definition	Result
Checked by Councillors.	To an acceptable standard.	

Herefordshire Council allocated funding	£2034 + £1017 match funding = £3,051.00
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Parish Employed Lengthsman

To be completed by the parish

Lengthsman Planned Activities – To be carried out using precept or other funding avenues		
Activity	Level of Service or Frequency	Budget
Clear weeds/debris long kerbside and pavements in Leinthall Starkes	Annually	£685.00
Drainage days. Touring parish clearing grips and gullies.	Four days.	Up to £2,240.00

Performance Measures		
Measure	Definition	Result
Checked by Councillors.	To an acceptable standard.	

Parish Allocated Budget	£6,395.00 including match funding.
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It is the responsibility of the City, Town or Parish Council to ensure any persons employed to work on the network hold valid Public Liability Insurance for a minimum of £5 million. Parishes must also ensure any persons employed to work on the network are suitably trained and competent to do so, for example Streetworks T1 and T2 training are recommended as a minimum for those undertaking pothole repairs.

Annual Plan Forms to be returned to:
lengthsman@herefordshire.gov.uk