

Wigmore Group Parish Council

Councillors are summoned to the Scheduled meeting of the Parish Council on Monday 9 March 2026 at 7pm, The Meeting Room, Petchfield House, Elton.

Post code SY8 2HJ <https://what3words.com/booms.instance.squish>

The Press & Public are cordially invited to attend.

AGENDA

168/25-26 **To receive apologies for absence.**

169/25-26 **To receive Declarations of Interest and written requests for dispensations.**

170/25-26 **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.

171/25-26 **Minutes.** To approve minutes of the scheduled meeting 9 February 2026.

172/25-26 **Vacancies.** To consider applications for co-option to the Parish Council.

173/25-26 **Finance**

- a) To note items not listed on February Minutes: **Payments.** **Unity Trust Bank** Charges £6, Information Commissioners Officer (Direct Debit) £47. **Receipts.** £783 drainage grant from Herefordshire Council and £2,100.12 VAT claim.
- b) To note combined balances on 03.03.2026 Unity Trust £27,023.11
- c) To note Reserves and Ringfenced Funds: Reserve Fund £7,500.00, General Revenue Reserve £7,071.60, Election Fund £1,579.81 Defibrillator Projects £1,426.06, Bury Lane Notice Board £132.00. TOTAL ringfenced/reserves £17,709.47. Un-ringfenced/reserve funds available: £9,445.64.

- d) To consider payments for approval and invoices received after publication of the agenda:

		VAT
i. Countrywide Grounds Maintenance Inv. 678745 February	£428.00	£71.33
ii. Eyelid Productions Inv 4236 Annual Website Support	£100.00	
iii. Brown, M Payroll Month 11 2025-26	£688.81	
iv. HMRC Payroll PAYE £172.20 & ER NI £66.57 Month 11	£238.57	
v. Brown, M Expenses printer ink Feb inv. IUUKDN1123237632	£4.49	£0.75
vi. Brown, M Expenses Mileage, parking, Home Working Allowance (50%)	£73.19	
vii. Bilbrough Properties. Room Hire. May 2025 to March 2026. Inv expected.		
Total payments	£1,533.06	£72.08
Un-ringfenced/Reserve balance after payments:	£7,912.58	

174/25-26 **Planning. To note applications to be determined by Herefordshire Council**

P260287/XA2 - PP - Approval of details reserved by condition Wigmore, Mortimer, Oakley House Wigmore Leominster Herefordshire HR6 9UJ, Application for approval of details reserved by condition 3 of Listed Building Consent 203568, Valid. **Comments not being accepted.**

175/25-26 **Policies. To review and adopt**

- a) Asset Register and consider checking condition of each asset.
- b) Data Protection Policies.

176/25-26 **Wigmore Community Centre.** To note update and discuss the Parish Council's support.

177/25-26 **Highways/Lengthsman**

- a) To consider obtaining quote for moss removal at site in Kings Meadow.
- b) To consider assisting with rubbish clearance from the stream at Bury Lane Playing Field.
- c) To consider completion and return of Annual Maintenance Plan and Contract with Herefordshire Council.

178/25-26 **St James Church, Wigmore.** To not receipt of information regarding the Proposed Pastoral Church Buildings Scheme affecting the parish of Wigmore Abbey and the parish of Aymestrey with Leinthall Earles and the church of Saint James, Wigmore and consider response, if any. *Deadline 9 March.*

179/25-26 **Resilience.** To consider forming a working group to research and draft a Resilience Plan for the Parish.

180/25-26 **Nature Recovery Strategy.** To receive update from Cllr Davidson following webinar.

181/25-26 **Wigmore Castle.** To note news received that access to the Castle is closed in the interests of public safety.

182/25-26 **Bury Lane Playing Field.**

- a) To note date of inspection of play equipment.
- b) To consider the roadside boundary and pedestrian entrance following tree coppicing.
- c) To consider quotations for operational inspection of aerial runway (zipwire).
- d) To note advice regarding basket swing and consider further action.

183/25-26 **Information items, correspondence & requests for training.** To note and action, as necessary.

184/25-26 To confirm date of the next Parish Council meeting Monday 13 April 2026 7.00 pm at Wigmore Community Centre.

Mrs Maggie Brown, Clerk to the Council
clerk@wigmoregroupparishcouncil.gov.uk

07398 222 310

4 March 2026