

Wigmore Group Parish Council

Minutes of 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>

Present: Cllrs Nick Davidson (ND), Steve Davis (SD), Bryony John (BJ), Sarah Jones (SJ) and David Warner (DW) Chairman. Two Wigmore vacancies remain.

In attendance: No members of public, Ward Councillor Carole Gandy and Mrs Maggie Brown, clerk.

168/25-26 **Apologies for absence** were received from Cllrs Louisa Ruddell and Max Elmer.

169/25-26 **Declarations of Interest and written requests for dispensations.** None received.

170/25-26 **Open Session.**

- a) Ward Cllr Carole Gandy's report was published with the agenda. In addition, she gave an interesting report on homelessness in Herefordshire and the Council's work in this area. It was noted that some people are living in cars. If residents see a car parked in the same place for several days, with steamed up windows, please pass on the registration number. She was commended by the Chairman for her dedication.
- b) Views of residents on parish matters. None present.
- c) Reports from Councillors.

DW. Leinthall Starkes. Concern that the A4113 via Mocktree and the C1019 from Wigmore to Ludlow may be closed at the same time. Cllr Gandy agreed to check. A litter picking event will take place in Leinthall Starkes on 29 March, organised by a resident.

SD. Elton. Concerns raised by residents about road conditions. Two instances of severe damage to vehicles when hitting potholes. Cllr Gandy advised that a contractor is being arranged to repair Category A potholes, at a cost of £1m.

BJ. The Goggin. Representatives from Herefordshire Council have asked for information on land ownership prior to completing ditching works.

171/25-26 **Minutes. RESOLVED** minutes of the scheduled meeting 9 February 2026 were agreed as a true record and signed by the chairman.

172/25-26 **Vacancies.** Applications for co-option to the Parish Council. None received.

173/25-26 **Finance**

- a) Noted: items not listed on February Minutes: **Payments.** Charges £6, Information Commissioners Officer (Direct Debit) £47. **Receipts.** £783 drainage grant from Herefordshire Council and £2,100.12 VAT claim.
- b) Noted: combined balances on 03.03.2026 Unity Trust £27,023.11
- c) Noted: 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) **RESOLVED** to approve payments i. to vi. and vii. received after publication of the agenda. It was further **agreed** that the expected invoice for room hire at Petchfield House be paid on receipt.

Note: Payment of Grant viii. agreed at item 176. listed for ease of reference.

i. Countrywide Grounds Maintenance Inv. 678745 February	£428.00	£71.33 VAT
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. IUKDN1123237632	£4.49	£0.75
vi. Brown, M Expenses Mileage, parking, Home Working Allowance (50%)	£73.19	
vii. MJH Contracting Feb Inv – Laurels in Kings Meadow	£275.00	
viii. Wigmore Community Centre. Grant.	£500.00	
Total payments	£2,308.06	£72.08
Un-ringfenced/Reserve balance after payments:	£7,137.58	

174/25-26 **Planning. Noted: 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. RESOLVED**

- a) To adopt Asset Register 2026. Checking condition of each asset to be completed by the April meeting. Councillors will be allocated a list by the Clerk.
- b) To adopt Data Protection Policies:
 - i. Privacy Policy
 - ii. Subject Access Policy
 - iii. Personal Data Management and Audit Policy
 - iv. Privacy Notice
 - v. Data Protection Policy.

176/25-26 **Wigmore Community Centre.** Councillors received a review of the Hall's 2024/25 year and the proposed plan for 2025/26. It was agreed the report was clear and informative. Thanks are to be given to the Hall Trustees for the report, and for their personal contribution, managing the Hall for the benefit of the public.

The Council revisited a grant application that was initially received in July 2025 and subsequently deferred until later in financial year. The application requested funding of £500. After a discussion, it was **RESOLVED** to award the grant. The allocation will consist of £276.31 remaining in this budget heading, and the balance from general reserves.

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

- a) Noted: The company which maintains Bury Lane Playing Field (Countrywide Grounds Maintenance) is now offering professional moss removal. Agreed: to request a quote for a site in Kings Meadow to assess the cost.
- b) It was agreed that the Lengthsman be asked to assist with rubbish clearance from the stream at Bury Lane Playing Field depending on his availability.
- c) **RESOLVED** to return the completed Annual Maintenance Plan and signed Contract with Herefordshire Council. Noted: Keeping ditches clear at part of The Goggin (within the Wigmore Group boundary) to be added to the 2027/28 list of works to maintain drainage. If ditching works are needed in 2026/27, they may be included in the grant application to Herefordshire Council.

178/25-26 **St James Church, Wigmore.** Noted: 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 midnight 9 March.* **Agreed.** A formal representation is not required. Clerk to thank the Church of England for keeping the Parish Council informed.

179/25-26 **Resilience.** Forming a working group to research and draft a Resilience Plan for the Parish. Noted: A crop fire in Elton and bore holes running dry in 2025 raised concerns with residents. **Agreed:** Cllrs **ND** and **BJ** will assess a Plan from Leintwardine Group Parish Council (not yet received) and make recommendations, including the scope for the Group, at the April or May meeting.

180/25-26 **Nature Recovery Strategy.** Update from Cllr Davidson following webinar. Notes from the webinar and associated slides have been circulated. Herefordshire Council is the responsible authority for the Strategy, required to produce a Nature Recovery Map. Consultation runs until 22 March. Councillors are encouraged to assess the map and respond if potential errors are identified. The Strategy is advisory rather than statutory, but the map may be used when assessing applications for Biodiversity Net Gain.

181/25-26 **Wigmore Castle.** Noted: news received that access to the Castle is closed in the interests of public safety. The Clerk was asked to write to English Heritage, requesting a public meeting to explain and discuss the aspiration/plan for the recovery of this nationally important historical site, noting the Parish Council's dismay at the closure.

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

- a) Date of inspection of play equipment. No inspection this month. **Post meeting note:** Clerk will check equipment on 10 March.
- b) To consider the roadside boundary and pedestrian entrance following tree coppicing. **Deferred** to April.
- c) Quotations for operational inspection of aerial runway (zipwire). **RESOLVED** to accept quotation from Kompan Quote SQ315242-1 for £631.54 including VAT asking that the safety of the basket swing be assessed at the same time. See d) below.
- d) Advice regarding basket swing and consider further action. Noted: Last replaced in June 2024, the basket swing cost £625 plus £50 for installation. A photo of the damage was sent to manufacturer. It is thought to be an intentional act, not wear and tear and is not covered by a warrantee. **Agreed:** to ask Kompan to assess whether the rope can be repaired/reinforced at the same time as inspection of the zipwire.

Those responsible for the damage are asked to consider their antisocial actions and refrain from vandalising equipment provided for public benefit.

183/25-26 **Information items, correspondence & requests for training.** Item 6 on the Sheet was discussed, and it was agreed to contact the School/Herefordshire council regarding damaged railings and undergrowth encroaching onto the pavement next to the A4110. It was noted that no response was received last time this was reported.

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

Meeting closed: 20:48

Signed
Chairman, Wigmore Group Parish Council

13 April 2026

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