

Wigmore Group Parish Council

Councillors are summoned to the scheduled meeting of the Parish Council
on Monday 8 June 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

22/26-27 **To receive apologies for absence.**

23/26-27 **To receive Declarations of Interest and written requests for dispensation.**

24/26-27 **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.

25/26-27 **Minutes.** To approve minutes of the annual & scheduled meetings 11 May 2026.

26/26-27 **Vacancies.** To consider applications for co-option to the Parish Council.

27/26-27 **Finance**

- a) To note items not listed on May Minutes: Payments. Unity Trust Bank Charges £7.
- b) To note combined balances on Unity Trust 5 May 2026 £45,656.41
- c) To note Reserves and Ringfenced Funds: Reserve Fund £7,500, General Revenue Reserve £14,582, Election Fund £1,579.81 Defibrillator Projects £1,282.26, Bury Lane Notice Board £132.00. TOTAL ringfenced/reserves £25,076.07. Un-ringfenced/reserve funds available: £20,580.34
- d) To consider payments for approval. VAT
 - i. MJH Contracting May Invoice. Mowing. £150.00
 - ii. Countrywide Grounds Maintenance Inv. 692893 £449.40 £74.90
 - iii. Brown, Mrs M Payroll Month 2 2026/27 £688.61
 - iv. HMRC Payroll Month 2 2026/27 PAYE and ER NI £238.77

Total payments £2,493.37 £180.15

Un-ringfenced/Reserve balance after payments: £21,209.08

28/26-27 **Planning. To consider applications to be determined by Herefordshire Council**

- a) [P261342/L - Listed Building Consent](#) Wigmore, Mortimer, Tannery House Wigmore Leominster HR6 9UJ. Conversion and improvement of existing tannery building, to include single storey link extension, new mezzanine level and staircase, replacement windows and new French doors, roof lights and replacement roof. Solar panels to both tannery building and to main house and air source pump. Replacement decking and new storage shed. Deadline 12 June
- b) [P253589/FH - Full Householder](#) Wigmore, Mortimer, Tannery House Wigmore Leominster HR6 9UJ, Conversion and improvement of existing tannery building, to include single storey link extension, new mezzanine level and staircase, replacement windows and new French doors, roof lights and replacement roof. Solar panels to both tannery building and to main house and air source pump. Replacement decking and new storage shed., Deadline 12 June

29/26-27 **Community Resilience.** To consider priorities when formulating a Community Resilience plan.

30/26-27 Toddler Playground, Community Asset Transfer (CAT) from Herefordshire Council.

- a) To note submission of CAT form and receive update on progress.
- b) To note response to survey, parents of children age 5 and under, distributed by Wigmore School.

31/26-27 Projects.

- a) **Waste Bin.** To consider removal of existing waste bin in Leinthall Starkes, purchase of a replacement, and ongoing charges for waste collection.
- b) **Notice boards.** To consider improvements / repairs to boards at Castle Street and Kings Meadow, and installation of a board at Bury Lane Playing Field.
- c) **Deerfold Phone Box.** To note petition in favour of keeping the phone box and to consider potential uses.
- d) **Sakura Cherry Tree Project.** To note delivery due in November and consider planting location.
- e) **Poors Wood tree maintenance.** To consider two quotes received and select contractor.

32/26-27 Lengthsman & Public Rights of Way (PROW)

- a) To consider weed clearance in parking bay, Ford Street, Wigmore.
- b) To note the submission details for the PROW grant application to Herefordshire Council.

33/26-27 Consultation.

- a) Local Government Boundary Commission for England – review of local voting areas of Herefordshire. [Have Your Say](#). Deadline 6/7. Deferred from May.
- b) ADL Traffic and Highways. Traffic Regulation Order schemes to introduce *No Stopping on Entrance Markings* restrictions (Monday-Friday 8am-9:30am & 2:30pm-4:30pm) at locations across Herefordshire. Deadline 23 June.

34/26-27 Bury Lane Playing Field. To note date of regular inspection of play equipment.

35/26-27 Highways. To note questions raised at the Public Meeting 9 May and consider further action.

- a) Safety of junction A4110, Castle Street, Church Street, Ford Street.
- b) Road surface A4110 towards the cemetery.
- c) Grant availability for a Speed Indicator Device for the A4110 in Wigmore village.

36/26-27 Website. To consider upgrade by Eyelid Productions to ensure greater accessibility. Cost £75.

37/26-27 Employment.

- a) To consider arrangements for clerk's annual appraisal.
- b) To consider implementing increased HMRC mileage rate from 45p to 55p per mile.

38/26-27 Information items, correspondence, requests for training. To note and action, as necessary.

39/26-27 To confirm date of next scheduled meeting on Monday 13 July 2026 7.00 pm at Wigmore Community Centre.

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

07398 222 310

2 June 2026