

Wigmore Group Parish Council

Councillors are summoned to the scheduled meeting of the Parish Council
on Monday 13 July 2026 at 7pm, Wigmore Community Centre

The Press & Public are cordially invited to attend.

AGENDA

40/26-27 **To receive apologies for absence.**

41/26-27 **To receive Declarations of Interest and written requests for dispensation.**

42/26-27 **Open Session.**

- a) To receive views of residents on parish matters.
- b) To receive report from Ward Cllr Carole Gandy.

43/26-27 **Minutes.** To approve minutes of the scheduled meeting 8 June 2026.

44/26-27 **Vacancies.** To consider applications for co-option to the Parish Council.

45/26-27 **Finance**

- a) To receive report from Responsible Financial Officer to end Quarter 1 and consider recommendations.
- b) To note verification of Quarter 1 bank reconciliation (April to June 2026).
- c) To consider delegating authority to pay bills in August.
- d) To note payments not on June Minutes: Bank Charges £7. Public Right of Way Maintenance MJH Contracting £1,400 & Pontrilas Merchants £248.51 (VAT £41.42). MJH June Inv £150.
- e) To note combined balances Unity Trust Bank 7 July 2026 £42,511.52
- f) To note Reserves and Ringfenced Funds: Reserve £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: £17,435.45.
- g) To consider payments for approval.

		VAT
i.	Countrywide Grounds Maintenance 696954 - June	£449.40 £74.90
ii.	Brown, Mrs M Payroll Month 3 2026/27	£688.61
iii.	HMRC Payroll Month 3 2026/27 PAYE and ER NI	£238.77
iv.	Evans Farm & Country Supplies SI-320261 PROW projects	£646.32 £107.72
v.	Brown, Mrs M Expenses Defib4Life Ltd., Powerheart G5 Pads (Adult) for Leinthall Starkes.	£76.74 £12.79
vi.	Brown, Mrs M Expenses HP Instant Ink, May, June, July	£10.47 £1.74
vii.	Brown, Mrs M Expenses Mileage	£26.10
viii.	Brown, Mrs M Expenses Coffee/Sugar/Milk for Public Meeting	£5.54
	Total payments	£2,141.95 £197.15 VAT
	Un-ringfenced/Reserve balance after payments:	£15,293.50

46/26-27 **Planning. To consider application to be determined by Herefordshire Council**

[P261023/FH - Full Householder](#) Wigmore, Mortimer, Anjou House 1 Pear Tree Orchard Wigmore Herefordshire HR6 9GG, Detached timber frame garage., Valid. *Deadline extended to 14 July.*

47/26-27 **Members' Registers of Interest (ROI).** To ratify decision to no longer publish ROIs on the Wigmore Group website but instead link to them on Herefordshire Council's site.

48/26-27 **Consultation.** Local Resolution Protocol. To confirm whether the Parish Council wishes to consider a protocol to resolve Code of Conduct complaints arising between members. See report.

49/26-27 **Toddler Playground, Community Asset Transfer (CAT) from Herefordshire Council.**

To consider necessary actions if an update is received by 13 July.

50/26-27 **Projects. To consider**

- 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 & Kings Meadow.
- c) **Sakura Cherry Tree Project.** To note delivery due in November and consider planting location.
- d) **Poors Wood tree maintenance.** To consider additional information regarding two quotes received and to select contractor.

51/26-27 **Highways & Public Rights of Way (PROW)**

- a) To consider weed clearance in parking bay outside 1-4a, Ford Street, Wigmore.
- b) To consider concerns raised regarding misuse of the parking bay by non-residents and agree any appropriate action.
- c) To consider hedgerows overhanging WQ17 and pavements on Ford Street.

52/26-27 **Procurement.** To consider grounds maintenance procurement for 2027/28.

53/26-27 **Bury Lane Playing Field.**

- a) To note date of regular inspection of play equipment.
- b) To consider adopting Conditions of Hire_v2.
- c) To consider frequency for inspection of the Zip Wire.

54/26-27 **To receive reports from Councillors.**

55/26-27 **Information items, correspondence, requests for training.** To note and action, as necessary.

56/26-27 To confirm date of next scheduled meeting: Monday 14 September 2026 7.00 pm at The Meeting Room, Petchfield, there being no scheduled meeting in August.

57/26-27 To resolve to exclude the Public and Press from the following confidential item.

58/26-27 To receive report following the clerk's appraisal on 23 June and consider recommendations.

Mrs Maggie Brown, Clerk to the Council
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8 July 2026