

Date of Publication: 31 October 2025

TO: ALL MEMBERS OF LEINTWARDINE GROUP PARISH COUNCIL: Councillors Will Llewellyn (Chair), Nigel Offer (Vice Chair), Don Archer, Sam Archer, Freddrick Hood, Barbara Watkins, Brian Watkins, Willem Vlok, and Maureen Williams. (5 vacancies)

NOTICE OF MEETING

You are hereby summoned to attend **The Parish Council Meeting** of Leintwardine Group Parish Council which will be held at **Leintwardine Community Centre** on **Thursday 6 November 2025 commencing at 7.30pm** at which your attendance is required. Members of the Press and Public are invited to attend.

Cheryl Woolley

Cheryl Woolley

CLERK TO THE COUNCIL

No	Item	Description
25.67	APOLOGIES:	To receive apologies for absence.
25.68	CO-OPTION OF COUNCILLORS	To consider completed co-option forms and agree to co-options.
25.69	DECLARATIONS OF INTEREST:	To note declarations of interest and receive written requests for dispensation.
25.70	OPEN SESSION:	
	70.1	To receive representations from members of the public on other parish matters. (Maximum 5 minutes per person up to a maximum of 15 minutes in total).
	70.2	Report from West Mercia Police if in attendance
	70.3	To receive a report from Ward Councillor Carole Gandy (Herefordshire Council Mortimer Ward)
25.71	MINUTES:	
	71.1	To approve the Minutes of the Parish Council meeting held on 2 October 2025 and the Finance Committee meeting held on 25 October 2025 and the chairman to sign them as a true record of the meetings.
25.72	LENGHTSMAN, PROW AND TREE WARDEN	
	72.1	To note works undertaken by the Lengthsman and identify any further works required.
	72.2	PROW report/update
	72.3	Tree Warden report/updates – To discuss/agree to the Parish Council paying for a survey on the tree by the Church entrance gate. Two survey quotes have been circulated to Councillors. To discuss/agree quotes for tree works in the cemetery, The Criftins and Riverbank.
	72.4	To discuss the transfer of play areas from HCC and arrange a date for the open meeting.
25.73	FINANCE & POLICY	
	73.1	Outstanding Accounts – To approve and sign the following invoices for payment: Clerks Wages £ 726.84, HMRC – PAYE £ 255.32 LVHCC – October Hall hire + First Saturday - £ 40.00 Craven design – Autumn 2025 - £ 394.50 Reimburse clerk – Poppy wreath £ 24.50. Dan Paddock – extra work on Lych Gate £ 1,140.38

		Sentinel – alarm service £ 81.60. M J H Contracting Lengthsman October £ 1,850.00 Plus, other invoices received after this agenda was published. To note the balance at the bank after the above payments would be £ 28,729.19 current account and £28,437.22 savings account and Bank Reconciliation to be signed.
	73.2	To discuss/agree recommendations from the Finance Committee re Lengthsman contract and cemetery fees.
	73.3	To discuss/agree the draft budget/precept as per Finance committee recommendations.
	73.4	To consider/agree funding for printing and laminating cyber leaflets.
	73.5	To consider/agree to increase the print run of Leintwardine Life.
25.74	PLANNING	To consider any planning consultations received from Herefordshire Council and agree comments (if any) to be submitted by the Parish Council for determination by Herefordshire Council. To also consider applications received after the publication of this agenda.
	74.1	Application: 252988 Address – Yardley Farm, 42 Watling Street, Leintwardine Proposal – Tree work as per application.
	74.2	Application: 252865 Address – Weavers Barn, Watling Street, Leintwardine Proposal – Tree work as per application.
	74.3	Application: 253095 Address – Bridge House, Rosemary Lane, Leintwardine Proposal – Tree work in a conservation area as per application/
	74.4	Application: 252706 Address – Curvilinear Greenhouse at Downton Castle, Ludlow Proposal – Repairs and replacements to cast iron glazing bars and glazing. Repairs and replacement to coping stones and brickwork. New external timber door and internal timber shutters. New fly mesh screens. New lead flashing detail.
25.75	WORKING GROUPS	To receive updates from Parish Council working groups and village working groups.
	75.1	Village resilience working group – to discuss/adopt The Leintwardine Parish Council Resilience Plan – confirm existing Parish Council actions that need to be included, to identify a link Councillor for ongoing amendments/actions.
	75.2	Planning, Environmental, Flooding and Highways update – Christmas tree etc
	75.3	LVHCC Working Group update
	75.4	Cemetery Working Group update
25.76	NEXT MEETING	The next meeting of the Parish Council will take place on Thursday 4 December 2025 at 7.30pm in the Community Centre.
25.77	AGENDA ITEMS FOR NEXT MEETING	To receive agenda items for the next meeting by 26 November 2025
	CLOSE	