

PARISH COUNCIL MEETING

Minutes of the meeting of Leintwardine Group Parish Council held at Leintwardine Community Centre, Thursday 18 September 2025 commencing at 7.30 pm.

MEMBERS PRESENT: Councillors Will Llewellyn (Chair), Nigel Offer, Barbara Watkins, Brian Watkins, and Willem Vlok.

ALSO PRESENT: Matt – Lengthsman, 5 members of the public

OFFICER PRESENT: Clerk to the Council.

No	Item	Description	Action
25.40	APOLOGIES:	Councillors: Cllr Samanatha Archer, Cllr Don Archer, Maureen Williams, Freddrick Hood and Ward Councillor Carole Gandy	
25.41	DECLARATIONS OF INTEREST:	None	
25.42	OPEN SESSION:		
	42.1	Representations from members of the public- LX58 – step at the Rope Walk needs attention, BG2 stile at Burrington also needs attention. Speeding/ near accidents along the road by Hightrees, Leintwardine were brought to the attention of the Councillors. Applicants of planning application 252510 spoke about the application – this will be put on the agenda for the meeting to be held on Thursday 2 October 2025.	Lengthsman
	42.2	Representations from West Mercia Police – they were not in attendance.	
	42.3	Report Ward Councillor Carole Gandy – The report had been circulated prior to the meeting and can be found on the website.	Clerk
		3 residents left the meeting	
25.43	MINUTES:		
	43.1	Council RESOLVED to approve the Minutes of the Full Parish Council meeting held on 3 July 2025 and these were signed by the chairman. The Councillors noted that the meeting on Thursday 4 September did not take place as it was not quorate.	Clerk
25.44	LENGTHSMAN, PROW AND TREE WARDEN		
	44.1	Lengthsman work undertaken/update- He had been let down by the sweeper company - he will organise again in October with another company. Wildflower area in the cemetery is ready for the wildlife group to plant, as is the bank by the garage. Mr Griffiths will put seeds on the bank. Potholes under the lengthsman scheme was discussed - Cllr Llewellyn proposed that the council repair 5 potholes as a trial, this was seconded by Cllr Vlok, all Cllrs were in favour apart from one abstention. Cllr Llewellyn, Cllr Offer and the clerk had a meeting with Harley estates agents re Brockley Meadow, Cllrs agreed to put up sign for no camping, take litter home and keep dogs on leads. They would also like a no dog mess signs put up - Cllrs were in favour of this.	Clerk

	44.2	PROW report/update – No updates	Clerk
	44.3	Tree Warden Report/update – No update and no planning applications relating to trees. The Cllrs asked the clerk to find quotes for surveying the tree in the churchyard entrance.	Clerk
25.45	FINANCE & POLICY:		
	45.1	The Council discussed and agreed to the NALC pay awards and clerks training and associated costs.	
	45.2	Outstanding Accounts- The Councillors noted that the following invoices had been paid due to previous meeting (4 September not being quorate): Clerks Wages £ 820.08, HMRC £ 296.21 LVHCC first Saturdays & Hall hire £ 40.00. LVHCC – Library electric £ 211.62 Reimburse clerk – signs for Brockley Meadow £57.60 and SLCC sub £80.00 The following invoices were authorised for payment: Reimburse clerk – printing Councillors guide £21.50 HCC – waste bin cemetery £139.75 TFM - £5.40 PCB Solicitors – payment on account of expenses £ 200.00 Council noted that the following payments had been made since the July meeting: M J H Contracting (Lengthsman) £1,287.50 July M J H Contracting (Lengthsman) £1,549.75 Aug Yatton Farm Services – spraying weeds £576.00 Hereford Diocese – Community Centre rent £100 Reimburse Cllr Offer – printer ink etc £ 32.48 Bank balances after the above payments would be current Account £ 9,018.12 and Savings Account £ 28,421.49 The bank reconciliation and invoices were signed as a true record.	Clerk
	45.3	The Councillors approved the grant of £250 towards the cost of the Family fun day.	
	45.4	The councillors discussed and agreed quotes for the following: Metal work for the shelter around the oak tree on The Green – J A Francis & Sons – proposed by Cllr Barbara Watkins, seconded Cllr W Vlok, all Councillors were in favour. Replace shingles on the shelter – James Preece Design - proposed Cllr W Llewellyn, seconded by Cllr Brian Watkins, all Councillors were in favour. Repairs/repainting the Lyche Gate and doors at the cemetery – Peter Williams proposed by Cllr N Offer seconded Cllrs Brian Williams, all Councillors were in favour. To level graves and lower memorial stones in the cemetery – all Councillors agreed to the quotation received from M J H Contracting.	
	45.5	The insurance renewal of £782.71 was discussed and agreed.	Clerk
25.46	PLANNING	Council considered the following planning consultations received from Herefordshire	

		Council,	
	46.1	Application no: 252328 Address: Land at Oak Cottage, High Street, Leintwardine Proposal: proposed variation of condition 2 of planning permission 222125 (proposed demolition of Oak Cottage and erection of 6 no dwellings with access, landscaping, and outbuilding. Cllr Offer to send comments to clerk to send onto planning officer.	
	46.2	Application no: 252510 Address: Land adjacent to Seedley Lodge, High Street, Leintwardine. Proposal: proposed erection of a self-build family dwelling with associated formation of parking areas, landscaping, and outbuilding. To be placed on agenda of the next meeting.	Clerk
	46.3	Application no: 252557 Address: 27 Watling Street, Leintwardine Proposal: Works to trees in a conservation area. Cllr Offers comments were discussed and Cllrs agreed to these and to support the application.	
	46.4	The Councillors noted that the following planning applications have been commented on following round robin emails: 251946- Non-material amendment – 27 Watling Street, Leintwardine 252103 – Cert of Law Fullness – Weavers Barn, Leintwardine	
25.47	WORKING GROUPS UPDATES:		
		Councillors agreed to a 10-minute extension for the meeting.	
	47.1	Village Community Resilience Plan – No updates have been received.	
	47.2	Planning, Environmental, Flooding and Highways – Updates next meeting	
	47.3	LVHCC Working Group update – The Councillors Barbara and Brian Watkins have visited the solicitors to confirm their identity etc.	
	47.4	Cemetery Working Group Update: - Notice to level graves and lower unsafe headstones has been issued on Facebook and clerk to put up signs in the cemetery.	
25.48	NEXT MEETING	Council noted that the next meeting of the Parish Council will take place on Thursday 2 October 2025 at the Community Centre at 7.30pm	
25.49	AGENDA ITEMS FOR NEXT MEETING-	Items need to be with the clerk by 28 October 2025	
	CLOSE	The meeting closed at 9.40pm	

Signed by the Chairman:	Date:
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