

## PARISH COUNCIL MEETING

Minutes of the meeting of Leintwardine Group Parish Council held at Leintwardine Community Centre, Thursday 2 October 2025 commencing at 7.30 pm.

**MEMBERS PRESENT:** Councillors Nigel Offer (Chair for meeting), Don Archer, Sam Archer, Barbara Watkins, Brian Watkins, and Maureen Williams.

**ALSO PRESENT:** 0 members of the public

**OFFICER PRESENT:** Clerk to the Council.

| No    | Item                                    | Description                                                                                                                                                                                                                                                                                                                                                                | Action     |
|-------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 25.56 | <b>APOLOGIES:</b>                       | Cllr Will Llewellyn, Cllr Willem Vlok, Cllr Frederick Hood, Ward Councillor Carole Gandy, and Matt Heeley Lengthsman                                                                                                                                                                                                                                                       |            |
| 25.57 | <b>CO-OPTION OF COUNCILLORS</b>         | No completed forms have been received                                                                                                                                                                                                                                                                                                                                      |            |
| 25.58 | <b>DECLARATIONS OF INTEREST:</b>        | None                                                                                                                                                                                                                                                                                                                                                                       |            |
| 25.59 | <b>OPEN SESSION:</b>                    |                                                                                                                                                                                                                                                                                                                                                                            |            |
|       | 59.1                                    | Representations from members of the public-<br>No members of the public were present.                                                                                                                                                                                                                                                                                      |            |
|       | 59.2                                    | Representations from West Mercia Police – they were not in attendance.                                                                                                                                                                                                                                                                                                     |            |
|       | 59.3                                    | Report Ward Councillor Carole Gandy –<br>Her report was forwarded before the meeting and is available on the website. The bus service from Wigmore to Hereford on a Wednesday has not improved – Wed 24 Sept bus was 15 mins late; it broke down and a replacement bus was needed. Wed 1 <sup>st</sup> October – no bus at all.                                            | Clerk      |
| 25.60 | <b>MINUTES:</b>                         |                                                                                                                                                                                                                                                                                                                                                                            |            |
|       | 60.1                                    | Council <b>RESOLVED</b> to approve the Minutes of the Full Parish Council meeting held on 18 September 2025, and the minutes of the extraordinary meeting held on Thursday 25 September 2025, the Chairperson signed the minutes as a true record.                                                                                                                         | Clerk      |
| 25.61 | <b>LENGTHSMAN, PROW AND TREE WARDEN</b> |                                                                                                                                                                                                                                                                                                                                                                            |            |
|       | 61.1                                    | Lengthsman work undertaken/update-<br>Road sweeping should take place in the next couple of weeks.                                                                                                                                                                                                                                                                         |            |
|       | 61.2                                    | PROW report/update – Matt to have a look at the stile/gate at Burrington, bridge by treatments work and the step on the Rope Walk. Clerk and Matt to prepare and submit PROW grant.                                                                                                                                                                                        | Lengthsman |
|       | 61.3                                    | Tree Warden Report/update –<br>Only one quote has been received so far, for the tree survey of the Yew tree at the entrance to the church yard.                                                                                                                                                                                                                            |            |
| 25.62 | <b>FINANCE &amp; POLICY:</b>            |                                                                                                                                                                                                                                                                                                                                                                            |            |
|       | 62.1                                    | <b>Outstanding Accounts-</b><br>The Councillors approved the following payments:<br>Clerks Wages £ 726.84, HMRC £ 255.32<br>LVHCC Hall hire £ 32.00.<br>PKF – Internal Audit £252.00<br>HALC – Hosting & Domain £ 270.00<br>Cllr Offer – Reimburse printer ink etc £26.79.<br>It was noted that after approval from Councillors MJH Contracting (Lengthsman) had been paid | Clerk      |

|       |                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |
|-------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 25.63 |                                | <p>£ 1,125.00<br/>The 2<sup>nd</sup> instalment of the precept has been received £ 22,678.50.<br/>Bank balances after the above payments would be current Account £28,094.69 and Savings Account £ 28,437.22. The bank reconciliation and invoices were signed as a true record.</p>                                                                                                                                                                    |       |
|       | 62.2                           | The actual/budget figures for April to September 2025 were discussed and approved by all Cllrs.                                                                                                                                                                                                                                                                                                                                                         |       |
|       | PLANNING                       | Council considered the following planning consultations received from Herefordshire Council,                                                                                                                                                                                                                                                                                                                                                            |       |
|       | 63.1                           | <p>Application – 252510<br/>Address – Land adjacent to Seedley Lodge,<br/>Proposal – erection of a self-build family dwelling with associated formation of parking areas, landscaping, and outbuilding<br/>The Councillors discussed this application and decided to support it with possible comments; clerk is to send round a list of possible comments to be added to the response.</p>                                                             |       |
| 25.64 | WORKING GROUPS UPDATES:        |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |
|       | 64.1                           | <p><b>Village Community Resilience Plan –</b><br/>The committee have asked the Community Centre if they can apply for a grant to purchase safety jackets, blankets etc.<br/>The plan has identified the risk of properties that are solely reliant on electricity.</p>                                                                                                                                                                                  |       |
| 25.65 | 64.2                           | <p><b>Planning, Environmental, Flooding and Highways –</b><br/>Drainage – There are no drains from the High Street that cross Cllrs Don and Sam Archers property.<br/>A meeting will be arranged with members from Border Group Parish Council and Cllr Offer regarding the flood road diversions and signage.<br/>Christmas tree was discussed – Clerk to ask Mr and Mrs Adams if it was possible to put lights on one of their trees by the road.</p> |       |
|       | 64.3                           | <p><b>LVHCC Working Group update –</b><br/>The AGM was held on 1 October – all the committee members remain in post. They are looking for someone to run the social club.</p>                                                                                                                                                                                                                                                                           |       |
|       | 64.4                           | <p><b>Cemetery Working Group Update: -</b><br/>The branch in the Yew tree can be cut out on a 5-day notice application, due to health and safety reasons.</p>                                                                                                                                                                                                                                                                                           | Clerk |
|       | NEXT MEETING                   | Council noted that the next meeting of the Parish Council will take place on Thursday 6 November 2025 at the Community Centre at 7.30pm                                                                                                                                                                                                                                                                                                                 |       |
| 25.66 | AGENDA ITEMS FOR NEXT MEETING- | Items need to be with the clerk by 29 October 2025                                                                                                                                                                                                                                                                                                                                                                                                      |       |
|       | CLOSE                          | The meeting closed at 8.20pm                                                                                                                                                                                                                                                                                                                                                                                                                            |       |

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| Signed by the Chairman: | Date: |
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