

Llanwarne & District Group Parish Council

Minutes of the Parish Council Meeting held in Llanwarne Village Hall on

Thursday 16th January 2025 at 19.30hrs

Present: Councillors: Jason Pacey (Chairman), Rosey Price, Anthony Snell, David Lloyd, Paula Snow and Fay Bevan

Also present were Toni Fagan (Ward Councillor), Mark Hearne (Clerk) and Matt Heeley (Lengthsman).

1. **To receive apologies for absence** – Councillor David Pursey.
2. **To receive declarations of interest & written requests for dispensation** – None.
3. **To consider minutes of the meeting held on 21st November 2024** – It was RESOLVED to approve the minutes as a true and proper record of the meeting. The minutes were duly signed by the Chairman.
4. **To consider the Resolutions agreed at the last meeting.** The Chairman provided an update on each of the open resolutions passed at previous meetings. There was discussion on the following issues:
 - 4.1. The Clerk reported that he has recently asked HALC to prioritise the request for the transition to a dot.gov.uk email regime.
 - 4.2. No progress has been achieved in replacing the missing village sign.
 - 4.3. Ward Councillor Fagan reported that the request for a brown tourist sign has been referred to Balfour Beatty for a quotation.
 - 4.4. The Chairman referenced the proposed work schedule for the Lengthsman asking that Councillors offer input to allow the preparation of bespoke documents for each parish. It was RESOLVED that the Clerk circulates the draft schedule and give Councillors 2 weeks to submit comment.
 - 4.5. Councillor Snow reported that the PROW maps provided by Herefordshire Council have been allocated to those volunteers who have agreed to report any defects on the network. The Clerk will, in turn, register the faults with the PROW team at Herefordshire Council.
 - 4.6. It was RESOLVED that the Clerk publishes the PROW maps on the Parish Council website. Councillors also recognised the value of producing individual maps for each parish which documents their respective PROWs. It was RESOLVED that Councillor Price will give some thought on how best to take this initiative forward.
 - 4.7. Councillors noted that approval will be required if the Lengthsman identifies work which will exceed the cost of his contracted monthly hours.
 - 4.8. Councillor Price reported that no progress has been achieved in identifying the current owner of Lyston Pillar. Councillors recognised that without the work needed to stabilize the structure

it has the potential to be a safety hazard to road users. It was, therefore, RESOLVED that the Clerk reports the issue to Balfour Beatty.

- 4.9. Given the length of time that has elapsed since the proposal to procure a sentry box was first discussed it was RESOLVED to abandon any further action on this issue.
- 4.10. The Chairman noted that the issue of a wish list will be considered later in the meeting.
- 4.11. It was RESOLVED that the Clerk refers a drainage issue raised by a resident at a previous meeting to the newly appointed Locality Steward.

5. Open Discussion (limited to 10 minutes)

- 5.1. In her report Ward Councillor Fagan covered the following issues:
 - 5.1.1. Herefordshire Council have approved a 4.99% increase in Council Tax for 2025/26.
 - 5.1.2. The cost of providing statutory adult social care and children's social care will represent a significant proportion of Herefordshire Council's revenue budget for 2025/26.
 - 5.1.3. Herefordshire Council have agreed to proceed with the southern link road and intend to borrow £30m to make this happen.
 - 5.1.4. As part of the Government's revised National Planning Policy Framework (NPPF) the mandatory housing target for Herefordshire is now 27,000 houses which is an increase of 10,000 over the previous target. Herefordshire Council are currently assessing the impact of the revised NPPF on its local plan. As a result of these changes, Herefordshire Council no longer has a five-year land supply which means the county is more vulnerable to speculative development. Councillors also recognised that, with the uncertainty over Herefordshire Council's local plan, it would be prudent to defer any action on a Neighbourhood Development Plan for the moment.
 - 5.1.5. Although the plans for devolution need to be developed early indications suggest that Herefordshire will join other neighbouring councils to form a larger unitary authority.
 - 5.1.6. Problems on the highway should continue to be reported to Herefordshire Council.

Ward Councillor Fagan left the meeting.

- 5.2. To receive views of local residents on parish matters. No issues were raised.

6. Lengthsman

- 6.1. The Lengthsman reported on the work undertaken since the last meeting and highlighted issues which will need to be addressed during his next visit. It is expected that some of these issues will require the intervention of Balfour Beatty and will be reported as necessary. For instance, there are areas of the parish where mud on the road is a hazard and the Lengthsman will report these issues as a matter of priority. The Lengthsman also advised that Herefordshire Council have agreed that the finger posts acquired through the PROW grant for 2024/25 could be used in locations which best benefits the parish. Councillor Lloyd raised the ongoing drainage issues affecting the crossroads in Llanwarne which poses safety issues during periods of icy weather. Councillors noted that warning signs have been deployed but a permanent solution is required so it was RESOLVED that the Clerk writes to the Highways Department at Herefordshire Council accordingly.
- 6.2. It was RESOLVED that the Clerk provides a copy of the Lengthsman log to the Lengthsman which he will update as necessary.

- 6.3. Councillors agreed a tendering exercise for the provision of Lengthsman services during 2025/26 using the draft tender document circulated by the Clerk. It was RESOLVED that the Clerk publishes the document on the website and forwards a copy to the Lengthsman.

7. Footpaths:

- 7.1. The Lengthsman commented that it is possible that further monies will be made available by Herefordshire Council to improve the PROW network and recommended that the Parish Council undertakes some preparatory work to capture the defects/enhancements on the network which would form the basis of a bid for funding.
- 7.2. No progress has been achieved in identifying a new Footpaths Officer.

8. Finance

- 8.1. To note the current bank balance which is £12,016.39.
- 8.2. The following payments were approved.
- 8.2.1. Clerk's salary (December 2024 and January 2025) in accordance with his employment contract.
 - 8.2.2. PAYE (December 2024 and January 2025) - £510.00
 - 8.2.3. Stationery - £30.73 (inclusive of VAT)
 - 8.2.4. Postage - £6.80
 - 8.2.5. Clerk's travel expenses - £9.90
 - 8.2.6. Lengthsman - £280.00
- 8.3. Financial Monitoring and Bank Reconciliation 2024/25 – The Clerk reported that based on spend to date and current budgetary projections it is estimated that reserves at the end of 2024/25 will be in the region of £8,500. The Clerk also presented a bank reconciliation which shows there is an uncashed cheque to the value of £165 which would reduce the bank balance to £11,851.39. The bank reconciliation form was duly signed by the Chairman.
- 8.4 Councillors noted that following the closure of the savings account held by Barclays Bank the funds have been transferred to the Unity Trust Bank.

9. Highways – The drainage issue affecting the crossroads in Llanwarne was discussed earlier in the meeting, but it was RESOLVED that the Clerk writes to Herefordshire Council asking if two “give way” signs could be deployed at this junction.

10. Planning: To comment on applications for determination by Herefordshire Council.

- 10.1. No planning consultations were submitted for consideration.
- 10.2. The NPPF was discussed earlier in the meeting and there was nothing further to add.

11. Business Plan 2025/26 – Following discussion, Councillors agreed that a business plan setting out the Parish Council's objectives for 2025/26 would be a positive development and Councillors were encouraged to provide feedback on the existing business plan to help inform the content of the proposed updated version. The discussion broadened to the possible publication of a newsletter, and it was RESOLVED that the Clerk drafts the first version for consideration at the next meeting.

12. Environment

- 12.1. The Chairman reported that The Wye/Usk Foundation are planning to deliver a presentation on soil erosion in the catchment areas of the Garron and Gamber and this will take place in the Garron Centre on the 12th February 2025 beginning at 19.00hrs. (**Post meeting – the presentation will now be held in Llanwarne village hall**).
- 12.2. The Chairman alluded to the flooding which took place in Llanwarne in December 2024 which was not helped by the slowing of the flow of water caused by numerous self-seeded trees growing on the section of the brook bordering the war memorial and the green area. The Clerk has reported the issue to Balfour Beatty who agreed to assess the situation, but it was noted that, whilst the trees are growing on public land, it is a conservation area which complicates the process for arranging for their removal.

13. Village Hall – Councillor Price reported that the Village Hall Committee is going to apply for a liquor licence. It also intended to seek funding from Herefordshire Council to offer a light meal to families in need once a week.

14. Parish Council Wish List – The Chairman suggested that there would be benefit in the Parish Council drawing up a list of projects which could be pursued if funding is made available citing Section 106 monies as an example. The Chairman referenced his suggested projects which were circulated prior to the meeting and invited Councillors to submit their own ideas to the Clerk. It was RESOLVED to consider the contributions from Councillors at the next meeting with a view to presenting a consolidated list to Herefordshire Council. Councillor Snow commented that signs previously used by a local company (Simply Stunning) are available to the Parish Council free of charge. It was RESOLVED to consider costed proposals for adapting and deploying the signs in the parish at the next meeting.

Councillor Snell left the meeting at 21.10.

15. Clerk Correspondence - The following issues were raised in clerk correspondence.

- 15.1. A resident highlighted the problem caused by mud on the road at Monkton Place. This was discussed earlier in the meeting and there was nothing further to add. It was RESOLVED that the Clerk responds to the correspondent accordingly.
- 15.2. A resident and the Open Spaces Society has reported that a PROW (HR1) is blocked by a fallen tree. It was RESOLVED that action is taken to establish the owner of the land who will then be asked to remove the tree. It was RESOLVED that the Clerk responds to both correspondents accordingly.

16. Items for next meeting (no discussion)

- Parish Council wish list.
- Simply Stunning Signs.
- Draft Newsletter.
- Business Plan 2025/26.

17. Note date of next meeting: Thursday 20th March 2025

Dates of future meetings:

20th March 2025

15th May 2025

17th July 2025

18th September 2025

Meeting closed at
21.20 hrs

Signed

Date

