

Llanwarne & District Group Parish Council

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

Thursday 15th May 2025 at 19.30hrs

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

Also present were Toni Fagan (Ward Councillor), Mark Hearne (Clerk) and one member of the public.

1. **To elect a Chairman** – Councillor Pacey was proposed by Councillor Pursey and seconded by Councillor Price. There were no other nominations so Councillor Pacey was duly elected and signed his acceptance of office form.
2. **To elect a Vice Chairman** – Councillor Price was proposed by Councillor Snow and seconded by Councillor Pursey. There were no other nominations so Councillor Price was duly elected as Vice Chairman.
3. **To receive apologies for absence** – Councillor David Lloyd.
4. **To receive declarations of interest & written requests for dispensation** – None.
5. **To consider minutes of the meeting held on 20th March 2025** – It was RESOLVED to approve the minutes as a true and proper record of the meeting. The minutes were duly signed by the Chairman.
6. **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:
 - 6.1. No progress has been achieved in the request for a replacement village sign at the junction with the A466.
 - 6.2. An initial design for the brown tourist sign was considered at the last meeting but no further news has been received from Herefordshire Council. It was RESOLVED that the Clerk seeks an update from Herefordshire Council.
 - 6.3. No progress has been made in identifying the owner of Lyston Pillar but Ward Councillor Fagan agreed to refer the issue to Mr Andy Byng at Herefordshire Council and asked for a What3Words location which Councillor Price agreed to provide.
 - 6.4. Ward Councillor Fagan confirmed her support for the Parish Council wish list and it was RESOLVED that the Clerk forwards the information to the Section 106 team at Herefordshire Council.
 - 6.5. Councillor Pursey highlighted some defects on the PROW network which has been brought to his attention. It was RESOLVED that Councillor Pursey forwards the details to the Clerk.

- 6.6. The Clerk will continue to capture the criteria required for the Local Council Bronze award which includes a biodiversity policy and a civility and respect pledge both of which are included on the agenda for approval.
- 6.7. It was noted that, in addition to the production cost of adapting the Simply Stunning signs (£48), there will also be a design cost which will be predicated on what is agreed with the vicar.
- 6.8. It was noted that there is no resolution on the issue raised by a resident regarding overgrown trees which overhang his property. It was RESOLVED that the Clerk invites the new Locality Steward to confirm the ownership of the land on which the trees are situated.

7. Open Discussion (limited to 10 minutes)

- 7.1. Ward Councillor Fagan raised the following issues in her report.
 - 7.1.1. The forthcoming roadworks on the A49 into Hereford which are expected to last 10 weeks. This is expected to cause significant traffic congestion.
 - 7.1.2. Herefordshire Council has opened a consultation on their Local Transport Plan.
 - 7.1.3. Noted the successful appeal against the refusal of planning permission for the development at Harp Field at Harewood End.
 - 7.1.4. There has been a substantial increase in planning applications for barn conversions.
 - 7.1.5. Highlighted that there are drainage issues which are holding up the granting of planning permission for the proposed housing development (planning application 230231) at Wormelow.
- 7.2. To receive views of local residents on parish matters. No issues were raised.

8. Lengthsman

- 8.1. The Lengthsman was unable to attend the meeting and no written report has been received.
- 8.2. The Chairman referenced the updated Lengthsman log which was circulated by the Clerk prior to the meeting. It was noted that the Lengthsman has agreed to investigate the issues recently reported by Councillor Snow. The resident present at the meeting asked if the Lengthsman could deal with PROW issues and it was agreed that the details will be forwarded to the Clerk. Councillor Price raised safety issues caused by the overgrown verges on Lyston Lane which leads to the Fountain Inn at Orcop as the local resident who had maintained them in the past has sadly died. Ward Councillor Fagan agreed to refer this issue to Balfour Beatty. Councillor Pursey asked if the Lengthsman could take an action to map all the drainage assets in the parish. It was RESOLVED that the Clerk tasks the Lengthsman accordingly.

9. Footpaths:

- 9.1. No substantive issues were raised.

10. Finance

- 10.1. To note the current bank balance is £15,199.17 which includes the payment of the first tranche of the precept (£6000).
- 10.2. The following payments were approved:
 - 10.2.1. Clerk's salary (April and May 2025) in accordance with his employment contract.
 - 10.2.2. PAYE (April and May 2025) - £438.00
 - 10.2.3. Clerk's travel expenses (March 2025) - £9.90
 - 10.2.4. Printing (Newsletter) - £156.10 (inclusive VAT)

10.2.5. Postage (Newsletter) - £215.76

10.2.6. Stationery (Newsletter) - £14.20

- 10.3 Financial Monitoring and Bank Reconciliation 2024/25 – The Clerk confirmed that the reserves at the end of 2024/25 were £9,205 noting there is an uncashed cheque to the value of £165 which reduces the balance to £9,040. The Chairman duly signed the bank reconciliation form.

- 11. Highways** – There was a brief discussion on the prevalence of potholes in the parish and Councillors were encouraged to report them as soon as they appear. It was RESOLVED that, unless there are specific issues which arise in the future, the item labelled “highways” is removed as a standing item from future agendas.

- 12. Planning:** To comment on applications for determination by Herefordshire Council.

12.1. Planning Consultation 250948 – The Glyn, St Weonards. The erection of a replacement outbuilding for use in connection with The Glyn and associated change of use of land to residential (retrospective). Following discussion, Councillors voted to support the proposals set out in the planning application and it was RESOLVED that the Clerk notifies the LPA accordingly.

12.2. Planning Consultation 251258 – Land adjacent Llanwarne War Memorial, Llanwarne. Works to Trees in a Conservation Area. Following discussion, Councillors voted to support the proposals set out in the planning application and it was RESOLVED that the Clerk notifies the LPA accordingly. As an aside there was discussion on the arrangements for removing the trees should the planning application be approved but it was agreed to defer a decision until the outcome of the application is determined.

- 13. NPPF/Local Plan** – The Chairman referenced his summary following the briefing provided by Herefordshire Council on the 24th March 2025. It was noted that, if asked, Herefordshire Council will provide an indicative housing target for the parish but Councillors agreed that, given the target is expected to change substantially in the future, no action to seek this information would be taken until such time as the housing target has a firmer basis.

- 14. Clerk Recruitment** – Councillors agreed to approve the use of HALC services for the recruitment of a new Clerk at a cost of £275. It was RESOLVED that the Chairman liaises with HALC accordingly.

- 15. Newsletter** – The Clerk reported that the newsletters have been posted and should be arriving with residents in the next day or two.

- 16. Environment** – There have been no developments since the last meeting.

- 17. Village Hall** – Ward Councillors Fagan reported that a pop-up pub is available every last Friday of the month. Work continues on the development of a grant application for replacing the roof and refurbishing the upstairs area. The grant application will need to be submitted by the 1st June 2025.

Ward Councillor Fagan left the meeting

- 18. Biodiversity Policy** – Councillors voted to approve the adoption of a Biodiversity Policy.

19. Parish Charter – Councillors voted to approve the adoption of the Parish Charter.

20. Respect and Civility Pledge – Councillors voted to approve the adoption of the Respect and Civility Pledge.

21. Simply Stunning Signs – This was discussed earlier in the meeting and there was nothing further to add.

22. Clerk Correspondence: No correspondence has been received for consideration.

23. Items for Next Meeting

23.1. Simply Stunning Signs

23.2. Brown Tourist Signs

24. Note date of next meeting: Thursday 17th July 2025

Dates of future meetings:

17th July 2025

18th September 2025

20th November 2025

Meeting closed at
20.31 hrs

Signed

Date