

Llanwarne & District Group Parish Council

Minutes of the Parish Council Meeting held in Llanwarne Village Hall on
Thursday 15th January 2026 at 19.30hrs

Present: Councillors: Jason Pacey (Chairman), Rosey Price, David Lloyd, Paula Snow

Also present were Toni Fagan (Ward Councillor), Molly Walters (Clerk), Holly Haines (Footpaths Officer), PCSO Carol Marsh and 3 members of the public.

1. **To receive apologies for absence** – Councillor David Pursey
2. **To receive declarations of interest & written dispensation requests** – None received
3. **To consider minutes of the meeting held on 20th November 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.
4. **West Mercia Police**
 - 4.1 **To receive a brief report from West Mercia Police in relation to crime in the area** – PCSO Carol Marsh informed the Council of forthcoming changes within the team, including the appointment of a new Inspector, Julia Watson. She advised that newsletters will be circulated in future and will include relevant contact details. Carol clarified that crimes should not be reported directly to the team; however, the Parish Council should notify the police of any events they wish officers to attend. A crime report from September 2025 was shared, including a suspicious individual on Leniston Lane, who was later confirmed to be searching for a property. PCSOs attend one Parish Council meeting per year. As contact with the Parish Council had previously been lost, this visit will count towards the previous year's quota (April to March). Where residents have specific concerns, the Parish Council may raise these with the team for triage to the appropriate department. Carol requested that the Parish Council submit three priority concerns each quarter for ongoing monitoring. A member of the public asked if the Police attended schools and Carol confirmed they are only permitted to attend schools for meet and greet sessions.
 - 4.2 **To discuss Parish priorities for 2026 as requested by West Mercia Police** – Following discussions, the Parish Council RESOLVED to include hare coursing, speeding and littering as priorities. Priorities will be reviewed at the March meeting for the next quarter.
5. **To consider the Resolutions agreed at the last and previous meetings** – The Chairman provided an update on each of the open resolutions passed at previous meetings that are not covered in an agenda point. There was discussion on the following issues:
 - 5.1 Chair advised no update from Herefordshire Council in relation to the replacement of the Llanwarne Village signs. Item to remain on Action Log for monitoring.

5.2 Chair advised following correspondence there is no further update on the concern with the pillar at Lyston Court. Item to remain on Action Log for monitoring.

5.3 The Clerk contacted the landowner in relation to an obstruction on Footpath PC7 and PC9.

5.4 Chair confirmed donations have been made to charities in memory of James Robert and Ionwen Williams.

6. Open Discussion (limited to 10 minutes)

6.1 Ward Councillor Fagan covered the following issues in her report:

6.1.1 Child Services Ofsted rating is now GOOD. Leadership rating has been reviewed from Inadequate to Outstanding and notes this review is positive.

6.1.2 Herefordshire Council's budget for 2026/27 is £234m. The budget is available to view online. The Government have proposed a 3-year settlement and this means Herefordshire Council will have to find savings of £20m. They are proposing to take £3.2m from business rates. The review is being presented at cabinet level next week for scrutiny. The Environmental and Economy Directorate are hoping to save the PROW financing, drainage grants and Lengthsman Scheme by taking reserves from directorate reserves.

6.1.3 Fair Funding Review – The money from Rural Services Grant has been reduced by £7m. Urban spending per person will be 41% more than other rural counties. This mean a lot of money is being diverted into the cities.

6.1.4 Herefordshire Council are making redundancies across the services.

6.1.5 Public Realm Contract - M Group Highways Ltd have been awarded the contract and there will be a substantial change in how the contract is delivered.

6.1.6 Requests for areas in need of highway improvements across the area. Toni has flagged the condition of the B4348 at Pool Springs along with Yew Lane from the A49 to B4348 and drainage issues on the A466 between Llanwarne and Ocrop.

6.1.7 Toni requests any issues to report to facilitate the boundary review. Councillors confirm there are no issues to report.

6.1.8 Lower Monkton Farm listed building consent application has been refused due to the level of harm carried out on the buildings.

6.1.9 Resident confirms with Toni that the Herefordshire Council reporting feature should still be used for concerns.

6.1.10 Toni confirms to Chairman that the Public Realm contract will change over in May/June time.

6.2 To receive views of local residents on parish matters. To following views were raised:

6.2.1 Resident requested consideration for planting a Christmas Tree in the area of the war memorial in Llanwarne. A review of the area will take place and feedback will be presented at the next meeting.

6.2.2 Resident raised concerns of safety to the public when visiting the village hall whilst works are taking place. Resident advised safety signage and fencing has now been erected following discussions with the contractor on site. However, the rear emergency escape route is obstructed to the side of the village hall, youths have been climbing the scaffolding and there are loose roofing materials. Councillor Rosie Price

confirmed the village hall website and Facebook page will be updated to advise that works are being carried out at the hall. Ward Member Toni Fagan confirmed the contractor has provided risk assessments and method statement for the work however, she will liaise with the architect and project manager overseeing the project to ensure safety of the site.

6.2.3 Councillor Rosie Price advised that a resident raised concerns of water on the path that runs past the Old Rectory and The Coach House in Llanwarne. Chairman confirmed this is water coming off the highway and is not foul water. There is a drainage system under the highway that has been repaired by Balfour Beatty that runs along the outside wall. Previously, there was a soakaway at the location however, this was no longer fit for purpose and therefore, Balfour Beatty have repaired the pipework and this water travels down the pipe and onto the path.

7. Lengthsman

7.1 The following report was provided in relation to a recent meeting with the Lengthsman:

7.1.1 Councillor David Lloyd reported that he and Councillor David Pursey had undertaken a site visit with the Lengthsman to review areas of concern. The Lengthsman confirmed that vegetation around the car park and the war memorial will be maintained within the scope of the existing contract. It was agreed that the car park hedges will be cut twice annually, verges within the car park and along the outside perimeter will be cut, overhanging hedges trimmed, and the car park surface power washed. The Lengthsman suggested that hedging could be planted at the rear of the site near the watercourse and along the boundary adjacent to the Old Rectory.

The verge alongside the church ruins has been cut and will be included in the Lengthsman's ongoing maintenance schedule. The Lengthsman also confirmed that grass cutting around the war memorial will be carried out regularly, the gravel bed will be weeded, and the roses pruned as required. Councillor David Lloyd raised concerns of the overflowing dog poo bins situated near the war memorial and suggested a review of the location and emptying schedule be discussed. Ward Member Toni Fagan confirmed the dog bin is the responsibility of Balfour Beatty to empty and will be emptied once reported.

7.2 The following update was provided on Lengthsman quotations:

7.2.1 Quotation for clearing of the ditch at the road junction with the B4521 and U71400, outside Tretire Mill. Total cost £350. The Parish Council RESOLVED to approve this quotation. Proposed by Councillor David Lloyd and seconded by Paula Snow.

7.2.2 Quotations for TM3 include: Replacing 2 existing stiles with kissing gates for the cost of £850 and replace 1 stile with steps due to change in ground level for the cost of £375. The Parish Council RESOLVED that these quotations are sent to Herefordshire Council to request PROW grant funding to cover the works.

7.3 The following update was provided on outstanding works instructed.

7.3.1 Clerk confirmed the overhanging branches on Leniston Lane have been cut back.

8. Footpaths:

8.1 To receive any update since the previous meeting including a report on any issues to be raised with Herefordshire Council.

8.1.1 Holly Haines, Parish Footpath Officer, confirmed there is no current update on the footpaths and she is hoping to walk the footpaths in the near future to assess the condition and report any issues. Holly provided her email address should any concerns be raised for her to review: hollyiswalking@gmail.com

9. Highways:

9.1 To discuss roads in need of resurfacing works in response to Herefordshire Council's request – Chairman advised the road condition of the A466 from Lyston Villa to the junction of C1235 in the dip is poor. Rosey Price advised the poor condition of A466 from The Gables to Elephant's Castle.

10. Drainage Grant (2025/26) – To review highway drainage works at Lower Grove, Llanwarne.

10.1 Clerk provided update to advise Wye Water Services have booked the works in for Monday 9th March. A road closure will be in place for 5 days to facilitate the works. Henry Snell at Herefordshire Council is facilitating the road closure. Providing no unforeseen circumstances on site cause an increase in the quoted cost, the remaining £1126.06 of the drainage grant monies will be allocated to a ditching job submitted on the drainage grant application form for the Lengthsman to facilitate before the end of March 2026.

11. Finance

11.1 To note the current bank balance is £11,600.65.

11.2 To following payments were approved:

11.2.1 Clerk's salary and PAYE (January 2026) in accordance with her employment contract.

11.2.2 Clerk's travel expenses - £7.83 (January 2026)

11.2.3 Employer NIC Contribution - £16.67 (January 2026)

11.2.4 Employer NIC Contribution backdated from April 25- Dec 25 - £192.40

11.2.5 HALC Inv3126 Clerk Recruitment - £330 inc VAT

11.3 Financial Monitoring and Bank Reconciliation 2025/26 – The Clerk presented a bank reconciliation which shows there are four uncashed cheques to the value of £292.40, which would reduce the bank balance to £11,308.25. The bank reconciliation form was duly signed by the Chairman.

11.4 To review the budget and precept for 26/27 FY.

11.4.1 Councillor David Lloyd confirmed the budget had been reviewed during a meeting with the Clerk. This meeting included reviewing the current budget, projected spends at end of the current financial year and the proposed budget for 26/27. He advised a large portion of the budget costs cannot be reduced and costs for fixed items such as insurance, memberships and salary are only increasing. It was suggested that the proposed newsletter costs at £800 are high and could be reduced if alternative communication avenues are explored, as opposed to printing and delivering a newsletter. Therefore, the proposed budget line for the newsletter was reduced to £200. Councillor Lloyd advised that the Parish Council have a duty to ensure the budget covers the running costs and Parish Council Reserves should be protected. He suggested the budget be approved for the cost of £14,622 and the precept be increased from £12,000 to £14,622 to accommodate this. This would increase the precept paid

per household by £6.08 per annum. Following discussions, it was RESOLVED that the Parish Council implement the 26/27 budget of £14,622 and the precept be increased in line with this figure. Proposed by Councillor Rosey Price and seconded by Councillor Paula Snow.

11.4.2 Chairman passes on gratitude to Councillor David Lloyd and Clerk for their time in reviewing the budget and precept.

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

12.1 Planning Consultation 253593 - The Woodlands, Orcop, Hereford, Herefordshire HR2 8SE - Replacement roof, updates to elevations and associated works to bungalow - Following discussions, Councillors voted to support the planning application and it was RESOLVED that the Clerk notified the LPA accordingly.

13. Felling of Trees Adjacent to the War Memorial – To review works completed by Oliver Field - Chairman confirmed these works have been included to a satisfactory standard and has circulated photos.

14. Environment – To receive an update on any developments since the last meeting – No update to provide.

15. Village Hall – To receive an update on any developments since the last meeting – Ward Member Toni Fagan confirmed the village hall needs to remain open during the works for events to take place as this assists in applying for grant funding.

16. Bronze Award – To review feedback from panel and update on progress
Clerk provided update on outstanding items to be resolved prior to resubmission of application. This includes updating the asset register to include additional information and providing evidence of impact per household for precept. These items will be updated and the application resubmitted to the panel for consideration.

17. Registration of Llanwarne Village Car Park – To receive an update on any developments since the last meeting.

Clerk confirmed neither Llanyon Bowdler nor Marches Law hold the deeds for the village hall car park. Llanyon Bowdler are in the process of providing a quotation for first time registration of ownership and have requested a copy of the conveyancing from 1961 to facilitate this process. Clerk confirmed she will continue to investigate when time allows.

18. Formation of working groups – To discuss forming the following working groups: Finance, Planning and Safety.

It was RESOLVED to defer this item to the March meeting due to absence of 3 Parish Councillors.

19. Newsletter – To review Parish Council newsletter.

Clerk to finalise newsletter and explore digital avenues for circulation, including website, village hall and church.

20. Clerk Correspondence: Any correspondence received by the clerk.

Email from resident regarding obstruction of PC9 – Clerk advises report from a different resident confirmed access can be gained via a stile. However, the route is vague in the absence of signs and overhanging trees and bushes require pruning back. Clerk to contact landowner to resolve.

21. Items for next meeting (no discussion):

Formation of Working Groups
Defibrillator Training
Review defibrillators across area and report back

22. Note date of the next meeting: 19th March 2026

The meeting concluded at 21:15hrs

Dates of Forthcoming Meetings:

19th March 2026
21st May 2026 (Parish Meeting and Annual Parish Council Meeting)
16th July 2026

Signed (Chairman).....

Dated:.....