

Aymestrey Parish Council

Minutes of the scheduled meeting of the Parish Council
Wednesday 22 July 2026 starting at 7.00pm in Aymestrey Parish Hall

Present: Cllrs Domenica Dunne (7.40pm), Pauline Hammond, Dan Hurcomb (7.10pm), Doug Murrie, John Probert (7.17pm), Jo Stannard and Eleanor Waldron (Chairman). One vacancy.

In attendance: One member of Public, the Parish Footpaths Officer, Ward Councillor Carole Gandy, The Secretary of the Commons Association and Mrs Maggie Brown, clerk.

43./26-27 **Apologies for absence. None received. Cllr Dunne advised she has been delayed.**

44./26-27 **Declarations of Interest** received from Cllr Hammond, item 52 and Cllr Hurcomb, items 49, 51d, and 52. No written **Dispensation requests** were received.

45./26-27 **Open Discussion:**

a) Ward Cllr Carole Gandy's report had been circulated prior to the meeting. It can be seen on the Parish Council website.

b) Views of residents on parish matters. None raised.

c) Reports from Councillors.

Cllr Hurcomb reported increasing difficulty in arranging the fete, including the physical challenge when setting up/taking down the marquee. Additional equipment would simplify this, and the Fete Committee may approach the Parish Council for a grant. If anyone would like to help in 2027, please let Cllr Hurcomb know.

Cllr Hammond advised that fly-tipping at Mortimers Cross has been removed. Cllr Hurcomb reported an increase in fly-tipping and urged members and the public to report incidents via Herefordshire Council's website.

Cllr Murrie reported that speed checks do not appear to have been carried out in Aymestrey in recent months. The clerk was asked to follow up.

Cllr Waldron reported wildflower seed sown last year on the U92403 verge has been successful. Flowers include wild carrot.

46./26-27 **Co-option.** Applications for co-option to the Parish Council. None received.

47./26-27 **Minutes: RESOLVED** minutes of the scheduled meeting held 24 June 2026 were agreed as a true record and signed by the Chairman.

Item 52 was discussed at this point, it is minuted below.

48./26-27 **Public Rights of Way (PROW)**

a) An update was received from the Parish Footpaths Officer (PFO).

Potential replacement of bridge on AY9. A meeting took place with Weobley Footpath Volunteers to discuss funding, suppliers, costs, and installation methods. See 48 b).

A closure notice has not been displayed on the bridge crossing the AY9. Cllr Hurcomb followed up during the meeting.

The Parish Council may wish to start looking for a new volunteer PFO, and as a result, may wish to

wait before arranging training. An assistant rather than a replacement was suggested, and it was **agreed** to put out feelers and include in the next edition of Aymestrey Matters.

No expense claims received.

The PFO was thanked for his dedication and volunteer work.

- b) Works to be undertaken by the PFO. To further the project to replace a bridge on AY9. The PFO will approach the landowner for permission and arrange for the Weobley Footpath Volunteers to visit the site. The clerk will email the Weobley team, confirming what is needed prior to submitting a grant application to Herefordshire Council. The PFO and clerk will work together on this project.
- c) Training courses and Personal Protective Equipment (PPE) for the PFO. It was confirmed that the PFO has appropriate PPE for tasks being undertaken. It was agreed to defer training arrangements until an assistant PFO is appointed.
- d) Assisting Herefordshire Council complete a comprehensive register of all structures on PROW network. The PFO offered to record locations of stiles and gates. He and the clerk will work together on this project.

49./26-27 **Lengthsman/Drainage.** Works to be undertaken by the Lengthsman. None raised. Noted: delay in completing Public Rights of Way work due to gate supply issues. Gate installed at Covenhope today.

50./26-27 **Planning.** Response to application to be determined by Herefordshire Council.

[P261599/FH - Full Householder](#) Aymestrey, Mortimer, Manor House Yatton Leominster Herefordshire HR6 9TN, Greenhouse, Valid. **RESOLVED** The Parish Council has no objections to this application.

51./26-27 **Financial Matters**

- a) The Quarter 1 report from the Responsible Financial Officer was noted. **RESOLVED** to follow recommendation to select a councillor other than a signatory to verify bank reconciliations. Cllr Hurcomb offered to do this on a temporary basis.
- b) Noted: the bank reconciliation April to June 2026 was verified by Cllr Murrie, for which he was thanked.
- c) Honorarium payment to the Parish Footpaths Officer for 2026-27. **RESOLVED** to make payment in accordance with the budget £360. See i) xi. below.
- d) Donation towards Aymestrey Fete in line with the budget for 2026-27. **RESOLVED** to make £300 donation. See i) x. below.
- e) Noted: payments/receipts not listed in the June Minutes. Paid: £7 Bank Fees, One Stop Print Shop £342.70 for Aymestrey Matters. Received: £308.28 from Aymestrey Parish Hall towards printing of Aymestrey Matters 2025/26. Interest: £128.46.
- f) **RESOLVED** to delegate authority to the clerk to make payments between this meeting and the September meeting, for Payroll and Yatton Farm Services.
- g) Noted: Unity Trust Current combined balances 16 July 2026 £26,615.90
- h) Noted: Balances. Reserve Fund £5,000, General Revenue Reserve £9,075.40, Total reserves £14,075.40. Ringfenced: Traffic Calming Schemes £1,072.52, Earmarked: Mortimers Cross Traffic Calming £1,000, Election Fund £1,000, Total ringfenced/earmarked £3,072.52. Un-ringfenced/Reserve funds £9,467.98
- i) **RESOLVED** to approve payments listed below. No invoices received after publication of the agenda. Cllrs Hurcomb and Waldron did not take part in the vote.

VAT

i. Brown, Mrs M Expenses Defib Pads Adult & Child INV-GB-5420 (L. Earls)	£79.13	£13.19
ii. Brown, Mrs M Expenses HP Printer Ink x 3	£13.47	£2.25
iii. Brown, Mrs M Expenses Mileage (2 meetings, 1/3 Parish Council Summit)	£44.27	
iv. Brown, Mrs M Expenses Amazon Smart Charger	£25.97	£4.33
v. Brown, Mrs M Expenses Amazon Jubilee clips	£25.68	£4.28
vi. Brown, Mrs M Expenses Amazon A4 paper 25% of total	£5.00	£0.83
vii. Brown, Mrs M Payroll Month 4 2026/27	£411.12	
viii. HMRC Payroll Month 4 2026/27	£117.34	
ix. DM Payroll Services Ltd INV-5313 Administration of payroll Apr to Sep 2026	£79.20	£13.20
x. Aymestrey Parish Hall Grant Donation towards Fete costs	£300.00	
xi. Dunn, David Honorarium	£360.00	
xii. Yatton Farm Services Ltd 1161 Robo flailing Yatton Hill Common	£780.00	£130.00
xiii. Yatton Farm Services Ltd 1162 Strimming/hedge cut village gates 22 May	£60.00	£10.00
xiv. Waldren, Cllr Eleanor 1p Mobile for Good Neighbour Scheme x 3 months	£12.00	£2.01
xv. Elan City Solar panel & mounting kit x 2 plus batteries x 2	£1,162.06	£193.68
xvi. Greenbarnes Ltd., Inv 20239. Self-heal pin board – Leinthall Earls.	£136.27	£22.71

Total Payments £3,611.51 including £396.48 VAT. Non reserve/ringfenced balance after payments £5,856.47. Bank balance after payments £23,004.39

Following a discussion, it was further **RESOLVED** to combine the two traffic calming funds.

52./26-27 **Aymestrey Commons Association.**

- a) Noted: update regarding insurance for volunteers. Insurance was discussed by the clerk and Secretary of the Association after the June meeting. The Secretary confirmed the Group is not under the aegis of the Parish Council. The Constitution will be available online in due course.
- b) Funding training courses at Holme Lacy College. City and Guild L2 Award two-day course costs £330 per person. An alternative solution was put forward, working with the Ramblers Association. Cllr Hurcomb will follow up and pass on information to the clerk and or volunteer members of the Association.
- c) Donation to the Association towards the cost of insurance cover. The Secretary of the Association reported that only one insurance company had been found which covers Public Liability, Employers Liability (for volunteers) and member to member insurance. Quoted at £128.80. **RESOLVED** once confirmed by the Secretary, to donate £128.80 to the Association to cover insurance. Funds to be taken from General Reserves and paid to The Secretary. Payment may be made before the September meeting.

53./26-27 **Defibrillators.**

- a) Noted: update regarding the Parish Hall defibrillator: A new pad, for adults or children, supplied by a contact of Cllr Stannard's. It is understood these pads are readily available. As a result, it was **agreed** to defer the decision taken in June to seek donations towards a new defibrillator. **Agreed:** to consider including a sum each year in the budget towards replacement costs.
- b) Noted: A Grant Application, drafted by Cllr Stannard submitted by the clerk to the British Heart Foundation for an additional defibrillator unit at Covenhope Farm. **RESOLVED** to confirm the Parish Council's support.
- c) **Purchase of Bleed Control Kits to be stored with defibrillators in the Parish.**

RESOLVED to purchase two, at a cost of £40 each + delivery. For Yatton and Leinthall Earls.

54./26-27 **IT Working Group / Website. Update.**

Development. All received feedback has been implemented on the local prototype site. The site will be transferred to the internet once final approval is given.

Security & Backups. Bitwarden is recommended for password management. Automated backups may be configured via Updraft to Google Drive or OneDrive, supplementing existing website backups.

Roles and Responsibilities. Following a discussion, it was **Agreed** that further consideration be given to allocation of roles and access to the site.

- a) Clerk.
- b) Technical Administrator.
- c) Community Information Coordinator.
- d) Technical Support.

Training. User training is to be arranged once all roles are finalized.

RESOLVED: To upgrade to a professional hosting package at a cost of £35 implementing a staging environment for website testing, with the cost charged to the clerk's credit card.

55./26-27 The contents of the **Information Sheet** were noted. No matters arising.

56./26-27 **Items for the next agenda.**

Toilet hire for the Aymestrey Fireworks Event as per 2026/27 budget.

57./26-27 **Date of next *scheduled* Parish Council meeting, Wednesday 23 September 2026 there being no scheduled meeting in August.**

Meeting closed: 20:47

Original signed and on file

Signed
Chairman of the Parish Council

Dated 23 September 2026.