Aymestrey Parish Council

Minutes of the scheduled meeting of the Parish Council
Wednesday 23 September 2026 7.00pm in Aymestrey Parish Hall

Present: Cllrs Dan Hurcomb, Doug Murrie, John Probert, Jo Stannard and Eleanor Waldron (Chair). Cllr Nick Barrow joined the meeting after co-option at item 66. No vacancies.

In attendance: No members of Public, the Parish Footpaths Officer and Mrs Maggie Brown, clerk.

63./26-27 **Apologies for absence were received from** Cllrs Domenica Dunne and Pauline Hammond. Ward Councillor Carole Gandy was also unable to attend.

64./26-27 **Declarations of Interest and written Dispensation requests**. Cllr Hurcomb declared interests in items 68, 69, and 73.

65./26-27 **Open Discussion:**

a) Report from Ward Cllr Carole Gandy. This can be read on the website under What's On/Latest News/Agenda 23 September.

b) To hear views of residents on parish matters. None raised.

c) Reports from Councillors. Cllr Hurcomb attended the Breedon Quarry Liaison meeting on Friday 11 September. Maintenance of the Brinshope Road is part of the Section 106 agreement, a copy of which will be shared with the Parish Council. The road will be surveyed by Herefordshire Council and repaired using funds provided under the agreement. It is understood £250,000 will be available for the first ten years, with further payments to follow. De-carbonisation and potential use of electric vehicles was mentioned at the meeting.

66./26-27 **Co-option.** One application for co-option to the Parish Council had been received. **RESOLVED** to co-opt Nick Barrow to the Parish Council. Having signed his declaration of acceptance of office, Cllr Barrow joined the meeting and was welcomed to the Parish Council.

67./26-27 **Minutes: RESOLVED** minutes of the scheduled meeting 22 July and extra meeting 26 August were agreed as a true record and signed by the Chairman.

68./26-27 **Public Rights of Way (PROW)**

a) Update from Parish Footpaths Officer (PFO). Work progressing documenting stiles and gates for Herefordshire Council records.

- A blockage had been reported on the AY18.
- The Lengthsman is to be asked to check whether a gate had inadvertently been padlocked.
- Signage asking walkers to keep dogs on a lead to be requested from Herefordshire Council. Cllr Hurcomb offered to collect from Plough Lane. To be used on AY9 to help prevent the spread of disease where dogs are running loose near livestock. Noted: The National Farmers' Union also provides signage.

No expense claims were received.

b) Noted: successful grant application for £5,000 to replace bridge and install steps on AY9. Two or three people have been approached to help with this project. The first action is to lay concrete

foundations on either side. The clerk and PFO will meet members of the Weobley Footpath Team to discuss more detailed arrangements.

69./26-27 **Lengthsman.** Works to be undertaken by the Lengthsman. Maintenance works at Lypole Bridge as per last year. Clear sump in Yatton, if not on Drainage Grant Maintenance list.

70./26-27 **Planning**. Responses to applications to be determined by Herefordshire Council.

a) P262417/F - Planning Permission Aymestrey, Mortimer, Garden House The Wylde Leinthall Earls Herefordshire HR6 9TU, Installation of a ground sited solar panel array on specialist low-profile framing minimising panel height to 400mm. Solar panels are to provide power to Garden cottage and Gatley Park via the existing electricity cable network., Valid. *Deadline 8 October* **RESOLVED** The Parish Council supports this application.

b) Planning Consultation - 262365 - 3 Gatley Park Cottages, Leinthall Earls, Leominster, Herefordshire HR6 9TT. Listed Building Consent. Installation of a small domestic solar array to the roof. *Deadline 8 October.* **RESOLVED** The Parish Council supports this application.

c) Planning Permission for solar panels at 3 Gatley Park Cottages if received. No discussion. Listed Building Consent only.

71./26-27 **Audit 2025-26.**

a) Receipt of the External Auditor's Report & Certificate was noted. No *Other Matters* were raised by the Auditor.

b) Noted: receipt of the Notice of Completion of Audit for the financial year ending 31st March 2026. Confirmed: the notice will be displayed on boards from 18 September to 23 October 2026. It will remain on the Parish Council's website in accordance with the Retention Schedule.

c) It was **RESOLVED** to formally appoint Susan Hackett as internal auditor for 2026/27, noting her independence and competence, and for the clerk to sign and return the letter of engagement.

72./26-27 **Financial Matters**

a) **RESOLVED** to implement a pay award for the clerk, in line with information from National Association of Local Councils, backdated to 1 April 2026. Scale Point 20, 7 hours a week. DM Payroll Services Ltd., to be advised by the clerk, who thanked councillors.

b) Noted: payments/receipts not listed in the July Minutes. Paid: £7 Bank Fees July & August. Payroll Month 5 £411.12. HMRC Payroll Month 5 £117.34. Yatton Farm Services 1166 PROW works 2026/27 Nos. 2 and 4 £1,586.40 [£264.40 VAT]. ~~PKF Littlejohn LLP SB20260128 External Audit 25-26 £378.00 [£63.00 VAT].~~ Paid after this meeting. See below.

c) Noted: balances. Unity Trust Bank on 15 September 2026 £20,389.39 including Reserve Fund £5,000, General Revenue Reserve £8,946.60, Total £13,946.60. Earmarked/Ringfenced: Traffic Calming Schemes £1,061.10, Election Fund £1,000, Total Earmarked/Ringfenced £2,061.10. Un-ringfenced/Reserve funds £4,381.69

d) **RESOLVED** to approve payments i. to ix. below. It was further **RESOLVED** to pay electrician's invoice (£275.00 net) for the installation of the defibrillator at Covenhope on receipt.

			VAT
i.	PKF Littlejohn LLP SB20260128 External Audit 2025-26.	£378.00	£63.00
ii.	Clerk Payroll Month 6 2026/27	£411.12	
iii.	HMRC Payroll Month 6 2026/27 (paid twice in August)	£117.34	
iv.	Herefordshire Tree Warden Network Subscription for 2025-26	£30.00	
v.	Clerk Expenses. Arrive Alive: Bleed Control Kits x 2	£80.00	

vi.	Clerk Expenses Namesco Hosting for designer PH718202 for 1 yr	£240.00	£40.00
vii.	Clerk Expenses Namesco CREDIT Renewal Starter Hosting.	-£181.38	-£30.23
viii.	Clerk Expenses Namesco Authenticated SMTP Access for 1 yr	£79.07	£13.18
ix.	Clerk Expenses Mileage £33 and 50% Home Working Allowance £50	£83.00	
	Total Payments	£1,237.15	£85.95
	Non reserve/ringfenced balance after Payments:	£3,144.54	
	Bank balance after Payments	£19,152.24	

73./26-27 **Aymestrey Fireworks Event.** Funding hire of a toilet for the event as per 2026/27 budget was discussed. **RESOLVED** to fund the hire of two, one having been found to be inadequate last year. Expected cost £300 or below. Clerk to arrange hire. Budget of £145. Balance to be paid from General Reserves.

74./26-27 **Contents of the Information Sheet were noted**.

It was agreed -

- To monitor the response from Herefordshire Council regarding damaged kerb stones in Aymestrey village (A4110) and ask Cllr Gandy to escalate the matter if no repairs are deemed necessary at this juncture.
- Police speed checks were discussed, noting most recent attendance at approximately 9am.
- That the new website is now live was noted. The Chair thanked Cllr Murrie and a member of public for their hard work in delivering this project.

75./26-27 **Items for the next agenda.** None raised.

76./26-27 **Date of next scheduled meeting of the Parish Council, Wednesday 28 October 2026.**

Meeting closed: 19.59

Original signed and on file.

Signed …….. Dated 28 October 2026.
Chair of the Parish Council