

**Minutes of the Meeting of Peterstow Parish Council on  
Wednesday 13<sup>th</sup> November 2024 at 7.00pm at St Peters Hall, Peterstow**

**Present:** Cllr's Brian Roe (Chairperson), Brian Lampert, Rachel Underwood, Sarah Beggs

**In attendance:** Claire Hall (Peterstow Parish Clerk), Ward Councillor Elissa Swinglehurst

**1. To receive apologies for absence**

Apologies received from Cllr Fletcher

**2. To receive declarations of interest & written dispensation requests.**

None

**3. To consider the minutes of the previous meetings held on Wednesday 11<sup>th</sup> September 2024**

The minutes of the meeting held on the 11<sup>th</sup> September 2024 were APPROVED as accurate & signed by Cllr Roe.

**4. Open Session**

A period of 10 minutes to receive views of local residents on parish matters. - No views received.

**5. Finance**

**To consider payment of all outstanding invoices within budget, including but not limited to:**

**5.1 All the below payments (5.1.1 through to 5.1.10) have been acknowledged, Cllr's Roe and Underwood signed the invoices for the below payments.**

5.1.1 HMRC September to October - £92

5.1.2 Clerks September wages as determined by the payroll provider

5.1.3 Community First Insurance for the year 2024-2025 - £241.64

5.1.4 Terry Griffiths Contracts – TGC2911 – £180 – Amenities Account

5.1.5 Terry Griffiths Contracts – TGC2897 – £94.08 – Bins Account

5.1.6 Terry Griffiths Contracts – TGC2884 – £559.20 – Roads Account – Due to invoice TGC2784 being paid twice the total payable for this invoice is £379.20

5.1.7 Poppy Appeal - £25

5.1.8 Blood Cancer UK - £75

5.1.9 Clerks October wages, as determined by the payroll provider

5.1.10 HMRC October to November - £91.80

**5.2 Update on switch to Unity Bank** – Clerk confirmed that all funds have been moved from HSBC to Unity and the HSBC account has been closed. It was agreed to transfer £10,000 of the funds to the Unity Reserve account.

**5.3 Budget review for 2024-2025 to date** – all Councillors reviewed and were happy with the document.

**5.4 To note the nationally agreed pay recommendation backdated to April 2023 in line with the Clerk's Contract** – All Councillors agreed to the backdated salary.

**5.5 Lengthsman Grant update** – it was noted that the initial Grant Figure given by Herefordshire Council was incorrect, the correct figure is £1284 with a match funding figure of £642, a total fund of £1926.

**5.6 Drainage Grant update** – it was acknowledged that Hereford Council have allocated the Council a total of £3000. More funding may be available through the Minor Drainage Scheme.

Herefordshire Council have requested further details, and the Clerk is waiting for a response from them.

- 5.7 Precept for 2025-2026 to be discussed and finalised** – Councillors discussed the Precept and further work to be done on this. The Clerk will send all Councillors a revised costing sheet with the amendments required and Cllr Roe will call for an email vote.

## 6. Planning

### To note applications determined by Herefordshire Council

None, however, Cllr Swinglehurst advised that the Battery Storage unit planning application was still ongoing but no further update as yet.

## 7. Road Safety:

### 7.1 Update on clearing of the speed van area on the side of the A49

Cllr Underwood advised that some of the trees had been marked for possible felling. The Clerk will email Highways to raise concerns about this due to the trees being on Common Land owned by the Parish.

### 7.2 Update on Road Safety proposals.

Cllr Roe advised of his letter to Jesse Norman referencing the letter from Ian Doust. This is with regard to proposed revision of the Green Book and the reasons behind the reluctance to help with reducing the speed limit through the village.

## 8. Other

**8.1 Update on the NDP meeting from Cllr Beggs following the meeting on the 16<sup>th</sup> May** – Cllr Beggs summarised, saying that the Peterstow NDP still had “material weight”.

### 8.2 Update on Herefordshire Council’s presentations on 8<sup>th</sup> Oct “Working together” – a Charter

Cllr Roe shared a letter that he wrote to Cllr Lester highlighting some concerns that the Council has including:

- 1) Concerns over the time frame given to Councils to respond to Planning Applications, and the time they are often submitted such as Christmas and the Summer break.
- 2) Road safety Concerns in Peterstow

### 8.3 Consider a Parish Council Grant to the Church to help with the maintenance of the Churchyard.

It was agreed that due to no funds being made to the Church Since 2020, the Council would offer a Grant for 2024/2025 for £700, reducing this to a lower figure for 2025/2026, details to be confirmed once the Precept has been agreed.

**8.4 To discuss any urgent repairs and Parish matters:** It was noted that Cllr Fletcher had been absent from the last three meeting owing to recently having a baby, and the Council looks forward to welcoming her back in the New Year.

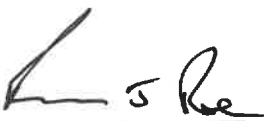
**8.5 To discuss 2025 PC meeting dates that the Clerk has provisionally booked.** Dates provisionally booked have been agreed for 2025, the Clerk to Confirm with Peter Gratton that these have been approved.

15<sup>th</sup> January / 12<sup>th</sup> March / 14<sup>th</sup> May / 9<sup>th</sup> July / 10<sup>th</sup> September / 12<sup>th</sup> November 2025

**8.6 To raise matters for discussion and note date and time of next meeting.** No specific points

Meeting closed at 20.26

Signed: \_\_\_\_\_



Dated: \_\_\_\_\_

15/01/2025