

PETERSTOW PARISH COUNCIL

**Minutes of the Meeting of Peterstow Parish Council on
Wednesday 10th September 2025 at 7.00pm at St Peters Hall, Peterstow**
MINUTES

Present: Cllr's Brian Roe (Chairperson), Cllr Brian Lampert, Cllr Sarah Beggs, Cllr Shane Carlson

In attendance: Claire Hall (PCC Clerk)

1. **To receive apologies for absence.** Cllr Rachel Underwood, Ward Cllr Elissa Swinglehurst
2. **To received declarations of interest & written dispensation requests.** None
3. **To consider the minutes of the previous meetings held on Wednesday 9th July.**
The minutes of the meeting held on the 9th July 2025 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. None

5. Finance

Acknowledge the following payments that have been submitted and authorised from the Unity account.

5.1 All of the below payments were acknowledged and approved

- 5.1.1 Clerks July Salary, as determined by the payroll provider
- 5.1.2 HMRC, June – July – £126.39
- 5.1.3 Adam Cordy – 1432 - £980
- 5.1.4 Terry Griffiths Contracts – TGC3367 - £98.11 – Bins account
- 5.1.5 Terry Griffiths Contracts – TGC3414 - £188.40 – Amenities account
- 5.1.6 Terry Griffiths Contracts – TGC3416 - £637.80 – Amenities account
- 5.1.7 Terry Griffiths Contracts – TGC3417 - £384 – Amenities account
- 5.1.8 Terry Griffiths Contracts – TGC3430 - £587.16 – Roads Account
- 5.1.9 Terry Griffiths Contracts – TGC3442 - £98.11 – Bins account
- 5.1.10 HALC – H3036 - £330 – 24/25 Audit Fees
- 5.1.11 Clerks August Salary, as determined by the payroll provider
- 5.1.12 HMRC, July - August – £126.39
- 5.1.13 Autela Payroll – 16077 - £102 – Payroll charges 1.4.25 – 31.7.25
- 5.1.14 Terry Griffiths Contracts – TGC3325 - £1800 – 24/25 LDG Works
- 5.1.15 Terry Griffiths Contracts – TGC3326 - £600 – 24/25 LDG Works
- 5.1.16 Terry Griffiths Contracts – TGC3327 - £2160 – 24/25 LDG Works
- 5.1.17 Terry Griffiths Contracts – TGC3328 - £1680 – 24/25 LDG Works
- 5.1.18 Terry Griffiths Contracts – TGC3458 - £1200 – 24/25 LDG Works
- 5.1.19 Clerks Expenses – April – September 2025 - £134.85

5.2 To note payments received:

Clerk advised that the following payments had been received

- Local Drainage Grant for 24/25 – £6,200
- Public Right of Way Grant for 24/25 – £700

Cllr Roe advised that he confirmed the Clerk's banking spreadsheet, having sampled key points including banking transactions and balances; finding no errors.

5.3 To discuss grant funding from 24/25 and 25/26

The Clerk advised that £3,400 of LDG had not been claimed in 24/25 due to work not being completed by the Lengthsman. The Lengthsman advised that he would add the

PETERSTOW PARISH COUNCIL

**Minutes of the Meeting of Peterstow Parish Council on
Wednesday 10th September 2025 at 7.00pm at St Peters Hall, Peterstow**

MINUTES

works to the 25/26 LDG planned works instead. We would still be eligible within the maximum grant limit.

The Lengthsman had submitted proposed plans for the LDG for 25/26, it was decided that the Council would submit all these proposed works to Herefordshire Council.

5.4 Update on Community Benefit fund from Innova

Cllrs Carlson and Lampert had both agreed to be signatories for the Benefit fund, the Clerk advised that she was waiting on the paperwork to come through from Innova.

6. Planning

To note applications determined by Herefordshire Council

6.1 Update on planning application P250797/O

Cllr Roe highlighted that Hereford Council had not published PPC objections against this application. He had called Simon Withers urgently, who apologised and said he would have this rectified asap. The Council understands that the developers have submitted further details for the planning application with a decision yet to be made.

7. Road Safety

7.1 Update on Neighbourhood Matters and the Road Safety Survey

The Clerk advised that she had written to Mr Campion following the Council's meeting with him in March as the Council feels very little has been actioned by the Police since then. The Clerk is yet to receive a reply.

A reply had been received from Highways ref Road Safety and Speed Limits, reiterating their continued view that human life and enjoyment is worth less than a few seconds added to journey time through Peterstow.

Cllr Roe is to press our case once again, drawing attention to the 'temporary' speed limit in place for months at Whitecross. The continued lack of footpath into Ross and the narrowed road for HGV's owing to the concrete blocks on the footpath, will also be included.

Cllr Lampert advised that he has once again chased the DBS checks for the Volunteers for the Community Speedwatch and will follow up once again.

7.2 Update on possible future locations for a new SID

Brian Lampert is going to reach out to Highways to investigate possible locations with them, the Council appreciates that this may incur a charge.

8. Other

8.1 Update on the eroded bank at Glewstone

War Cllr Swinglehurst advised that a TRO had been applied for and more signage to highlight that the road is unsuitable for HGV's.

8.2 Update on footpath signs at Brooms Farm

The Footpaths Officer has visited the site and is proposing to remove all non-footpath signage and replace with a metal sign, this may take a little while to execute due to a backlog with the Contractor.

8.3 To discuss options for changing to a .gov website and email accounts.

It was agreed that the Council would change to a .gov website and the Clerk would approach Community First to implement the changes, to fit with the Clerk's own timetable.

8.4 To discuss new Cyber Policy for the Council

Cllr Carlson has created a Cyber Policy for the Council; it was decided that the Clerk would be the "Owner" of the Policy. It was agreed that this Cyber Policy be adopted.

8.5 To discuss and urgent repairs and Parish matter

PETERSTOW PARISH COUNCIL

**Minutes of the Meeting of Peterstow Parish Council on
Wednesday 10th September 2025 at 7.00pm at St Peters Hall, Peterstow**

MINUTES

Cllr Carlson raised the issue of dog fouling on the common and footpaths. Cllr Carlson will investigate the cost of getting some signage to discourage this. It was also thought another notice in the Parish magazine with regards to this problem would also be useful. The Clerk will also determine whether there is an appropriate enforcement officer.

Cllr Carlson also to provide details with regards to another damaged sign in the village that the Clerk will pass onto the Footpaths Officer.

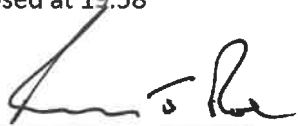
Cllr Roe gave an update with regarding the response from Jesse Norman with regards to NDP funding being withdrawn. Jesse Norman had said that he regarded the Government's response as woefully inadequate and he'd be pleased to write again. The Council being equally unhappy, Cllr Roe will write to Jesse Norman once again.

8.5 To raise matters for discussion and note date and time of the next meeting

The next meeting (including precept) will take place on Wednesday 12th November 2025 at 7pm, however this date is subject to change due to Councillors' availability.

Meeting closed at 19.58

Signed: _____



Dated: _____

19/11/2025