

PETERSTOW PARISH COUNCIL
Minutes of the Meeting of Peterstow Parish Council on
Wednesday 15th July 2026 at 7.00pm at St Peters Hall, Peterstow
MINUTES

Present: Cllr Shane Carlson (Vice Chair), Cllr Rachel Underwood, Cllr Sarah Beggs,
In attendance: Claire Hall (PCC Clerk)

1. **To receive apologies for absence.** Cllr's Brian Roe
2. **To received declarations of interest & written dispensation requests.** None
3. **To consider the minutes of the previous meetings held on Wednesday 13th May 2026**
The minutes of the meeting held on the 13th May 2026 were APPROVED as accurate & signed by Cllr Carlson
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 Adam Cordy Tree Surgery - £180
 - 5.1.2 Clerks May Salary, as determined by the payroll provider
 - 5.1.3 HMRC, April - May – £132.77
 - 5.1.4 Clerks June Salary, as determined by the payroll provider
 - 5.1.5 HMRC, May - June – £132.77
 - 5.1.6 Terry Griffiths Contracts – TGC3926 – £102.94 – Bins Account
 - 5.1.7 Terry Griffiths Contracts – TGC3872 – £198 – Mowing Account
 - 5.1.8 Community First insurance - £319.03
 - 5.1.9 Terry Griffiths Contracts – TGC3884 – £102.94 – Bins Account
 - 5.1.10 Terry Griffiths Contracts – TGC3905 – £308.22– Roads Account
 - 5.1.11 Terry Griffiths Contracts – TGC3904 – £198.00 – Bins Account
 - 5.1.12 Traffic Management – DT967 - £798 – SID Repair Dec 2025
 - 5.1.13 HALC – H7023 - £330 – 25/26 Audit
6. **Planning**
To note applications determined by Herefordshire Council
 - 6.1 Discuss planning Application 261722 – Orchard Barn, Peterstow, HR9 6LG – the Council had no objections towards this application.
7. **Road Safety**
 - 7.1 **Update on possible future locations for a new SID** – The Clerk to submit the land registry drawing to Highways to see if the new SID location is viable.
 - 7.2 **Discuss Community Speedwatch** – Cllr Carlson to have a meeting with PCSO Dave Alexander on 5th August to discuss locations and time of day that these take place. Cllr Carlson has also been advised that the vetting for the volunteers has been completed.
 - 7.3 **Discuss National Highways Meeting** – the Council feel that the meeting with highways on the 8th June was very positive and encouraging towards reducing the speed limit along the stretch of road between Bridstow and Harewood End. There are several process to go through with the time frame looking towards 2030.
8. **Other**
 - 8.1 **Review the Standing Order policy** – Some small details to be made and the Standing Order is adopted.

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- 8.2 **Review the Reserves Policy** – reviewed and adopted
- 8.3 **Review the Website Accessibility Statement** – reviewed and adopted
- 8.4 **Review the Data Protection Policy** – reviewed and adopted. Clerk to be the data protection officer with Cllr Underwood as the stand in if the Clerk is unavailable.
- 8.5 **Review the Publication Scheme** – reviewed and adopted
- 8.6 **Discuss trees on the Common / Riston boundary**
Cllr Underwood to liaise with Adam Cordy to get these trees removed
- 8.7 **To receive any routine reports from Councillors.**
Lengthsman, Terry Griffiths to cut the grass on the common and bale it a few weeks early to remove potential fire risk due to the hot weather.
- 8.8 **To discuss any urgent repairs and Parish matters**
Cllr Underwood to liaise with Adam Cordy to remove the low branches on Lowcop Lane. Cllr Underwood also to look at the responsibilities of the drives to the individual homeowners.
Cllr Underwood to look at the kissing gate at the Man of Ross and speak to Cllr Swinglehurst about it.
Cllr Underwood requested that all Councillors made a resurfacing request for Church Lane
- 8.9 **To raise matters for discussion and note date and time of the next meeting**
Next meeting will be Wednesday 9th September.
Matters to discuss include Community Speedwatch and new SID location.

Meeting closed at: 19.42

Signed: _____



Dated: _____

9th September 2026