

PETERSTOW PARISH COUNCIL  
**Minutes of the Meeting of Peterstow Parish Council on  
Wednesday 19<sup>th</sup> November 2025 at 7.00pm at St Peters Hall, Peterstow**  
MINUTES

**Present:** Cllr's Brian Roe (Chairperson), Cllr Rachel Underwood, Cllr Shane Carlson

**In attendance:** Claire Hall (PCC Clerk)

1. **To receive apologies for absence.** Cllr Sarah Beggs, Cllr Brian Lampert
2. **To received declarations of interest & written dispensation requests.** None
3. **To consider the minutes of the previous meetings held on Wednesday 12<sup>th</sup> September 2025**  
The minutes of the meeting held on the 12<sup>th</sup> September 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 September Salary, as determined by the payroll provider
    - 5.1.2 HMRC, September - October – £126.19
    - 5.1.3 Terry Griffiths Contracts – TGC3473 - £303.86 – Roads account
    - 5.1.4 Terry Griffiths Contracts – TGC3472 - £189.00 – Amenities account
    - 5.1.5 Terry Griffiths Contracts – TGC3471 - £98.35 – Amenities account
    - 5.1.6 Terry Griffiths Contracts – TGC3521 - £98.16 – Bins account
    - 5.1.7 Terry Griffiths Contracts – TGC3515 - £303.86 – Roads Account
    - 5.1.8 Terry Griffiths Contracts – TGC3530 - £189.00 – Amenities account
    - 5.1.9 Terry Griffiths Contracts – TGC3533 - £587.16 – Roads account
    - 5.1.10 Terry Griffiths Contracts – TGC3553 - £98.35 – Bin account
    - 5.1.11 Clerks October Salary, as determined by the payroll provider
    - 5.1.12 HMRC, October - November – £126.39
    - 5.1.13 Poppy Appeal – Wreath - £25
  - 5.2 **To note payments received:**  
Clerk advised that the following payments had been received
    - September 2025 Precept - £9,200.00
  - 5.3 **Update on Community Benefit Contract**  
The Council took note of clauses within the contract that could nullify the Community Funding Contract. The contract was acknowledged and all agreed to its signing.
  - 5.4 **To confirm the Clerk's salary in line with the NALC salary increase and back date to April 2025 - Approved**
  - 5.5 **To discuss and agree the Precept for 2026/2027**  
The working group for the Precept consisted of Cllr's Roe and Carlson and the Clerk. A comprehensive list of notes (appendix A) had been circulated to all Councillors for additional input/comments. The Precept was approved for 2026/2027 at £19,230.00, an increase of 4.51% over 25/26. Councillors noted that the increase in Council Tax rates for Herefordshire in 25/26 was 4.99%. The equivalent figure for 26/27 is unlikely to be decided by Herefordshire Council until Feb 2026, based on last year's decision.
  - 5.6 **Bi-monthly review of the Councils Accounts**  
Approved as accurate by Cllr Brian Roe

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**6. Planning**

**To note applications determined by Herefordshire Council**

**6.1 Update on planning application P250797/O**

The Council's objections to this application remain unchanged and all points to their objection still considered valid.

**6.2 To discuss planning application P253073/FH – Modification of existing detached garage**

Noted with nothing to add

**6.3 To discuss planning application P252677/FH – Demolition of conservatory to be replaced by a single storey extension**

It was noted that Cllr Carlson was a neighbour. The Council has no objections to this application.

**6.4 To discuss planning application P253187, Ashdown**

No Comments

**7. Road Safety**

**7.1 Update on Neighbourhood Matters and the Road Safety Survey**

The Clerk advised that the PCSO for the area, David Alexander had reported that there had been two minor RTC's within the village in the last few months and that Speed Checks were planned for Sunday 23<sup>rd</sup> November 2025.

Cllr Roe has recently written two letters to Highways with regards to

- 1) Concerns over the temporary footpath closure at Whitecross and the disruption extending now beyond 13 months.
- 2) The Speed limit of the A49 through Peterstow, the safety concerns and the dangers and fear that the villagers live with on a daily basis.

The Council will press further for a road safety survey once we have had a response from Highways with regards to the two letters above.

**7.2 Update on possible future locations for a new SID**

The Council continue to work on possible locations for a new SID, the Clerk to request further details from Highways with regards to cost and application process if this is placed on Highways land.

**7.3 To discuss SID repairs**

It was agreed that the Clerk instruct the repairs to go ahead as the SID's are a critical part of road safety in the village.

**8. Other**

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

It was agreed that the Council would go with

Peterstowparishcouncil.gov.uk

Cllr Underwood to look at supplying photos.

It was agreed to maintain the existing domain for 12 months so that any emails sent to old addresses would be forwarded on.

**8.2 To receive any routine reports from Councillors.**

Cllr Carlson represented the Council on Memorial Sunday, laying the wreath on behalf of PPC.

Cllr Underwood advised that the flooding situation on Wellsbrook Lane after the recent storm was much improved. It would seem that works carried out have been effective.

**8.3 To discuss 2026 Parish Council meeting dates**

The dates for 2026 were agreed as follows

Wednesday 14<sup>th</sup> January 2026

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Wednesday 11<sup>th</sup> March 2026

Wednesday 13<sup>th</sup> May 2026

Wednesday 8<sup>th</sup> July 2026

Wednesday 9<sup>th</sup> September 2026

Wednesday 11<sup>th</sup> November 2026

**8.4 To discuss any urgent repairs and Parish matters**

CLr Carlson raised that a culvert in the village needed clearing, he will provide the Clerk with a W3W location who will pass on to the Lengthsman.

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

Next meeting will take place on Wednesday 14<sup>th</sup> January 2026

Meeting closed at 20.12

Signed: 

Dated: 14/01/2026

<b>Date</b>	<b>Payee name</b>	<b>Ref</b>	<b>Transcation Detail</b>	<b>Amount paid</b>
05Nov2025	B/P to: Terry Griffiths	TGC3521	Lengthsman	£ 98.16
05Nov2025	B/P to: Terry Griffiths	TGC3515	Lengthsman	£ 303.86
05Nov2025	B/P to: RBL Poppy Appeal	MJA06	Wreath for War Memorial	£ 25.00
05Nov2025	B/P to: Terry Griffiths	TGC3553	Lengthsman	£ 98.35
31Oct2025	Service Charge		Bank fees	£ 6.00
21Oct2025	B/P to: Terry Griffiths	TGC3533	Lengthsman	£ 587.16
21Oct2025	B/P to: HMRC Cumbernauld	475PN001974292506	PAYE	£ 126.39
21Oct2025	B/P to: Claire Hall	OCTOBER WAGES	Clerks wages	£ 431.63
21Oct2025	B/P to: Terry Griffiths	TGC3530	Lengthsman	£ 189.00
30Sep2025	Service Charge		Bank fees	£ 6.00
23Sep2025	B/P to: HMRC Cumbernauld	475PN001974292506	PAYE	£ 126.19
23Sep2025	B/P to: Terry Griffiths	TGC3472	Lengthsman	£ 189.00
23Sep2025	B/P to: Claire Hall	SEPTEMBER WAGES	Clerks wages	£ 431.83
23Sep2025	B/P to: Terry Griffiths	TGC3473	Lengthsman	£ 303.86
23Sep2025	B/P to: Terry Griffiths	TGC3471	Lengthsman	£ 98.35