

STAUNTON ON WYE GROUP

PARISH COUNCIL

To members of the Council:

You are summoned to a meeting of Staunton on Wye Group Parish Council to be held on Monday 1st December 2025 at 7.30 p.m. at Staunton on Wye Village Hall, Herefordshire, to consider the business set out below.

Dr David Thame
Clerk to the Council
25th November 2025

AGENDA

2025/66. To Receive Apologies for Absence

2025/67. To Receive any Declarations of Interest and Requests for Dispensations

2025/68. Minutes

To confirm the minutes of the meetings on 20th October 2025 and 8th September 2025 (copies previously circulated).

2025/69. Public Session

To receive representations from the Herefordshire Councillor for Castle Ward, from the local police and from residents.

2025/70. Planning Consultation - 253173 - The Beeches, Jarvis Close, Staunton On Wye, Hereford, Herefordshire HR4 7NG

To consider a response to the consultation for listed building consent for the installation of x 8 500w (1130mm x 1950mm x 30mm) all black bifacial solar panels

2025/71. Planning Consultation - 253022 - Oak House, Staunton On Wye, Hereford, Herefordshire HR4 7LT

To consider a response to the consultation for planning permission for change of use of land from agricultural to residential, landscaping works and construction of a summer house for ancillary use (part retrospective).

2025/72. War Memorial Committee

To receive a financial report, to consider winding up the Committee's affairs, and transferring balances to the Parish Council's Unity Trust account. A copy of the terms of reference is attached, together with the Committee's bank reconciliation and balance sheet. The Committee has reported as follows:

It has returned £6,000 of donated funds to Ben Bathurst Memorial Trust, 20th November 2025
The remaining project funds are approximately £5,887.31, for transfer to the PC, 1st December 2025
The committee request that these remaining project funds, approximately £5,887.31, be used in future for the following activities:

- Publishing Expenses and Postage, current and future, approximately £1,700
- Care and Maintenance of Doctors Pool and Plaque (plaque cost £150 still outstanding) at the Original War Memorial Site, which is privately owned. Future care will be for the plaque only.
- Maintenance / Replacement of Benches, Paving, Soldier if / when needed

Unused paving stones and a single fence post are currently stored at CR Jenkins in Staunton.

2025/73. Budget 2026-27 (Minute 2025/54)

To consider the draft budget prepared by the Clerk/Responsible Financial Officer in conjunction with the Finance Working Group (attached), including a review of the Reserves Policy as it bears on budget decisions, and the oral report of the Clerk on an assessment of risks.

2025/74. Precept 2026-27

In the light of decisions on the budget and of the reserves policy, and having considered risks and reserves, to agree a precept for 2026-27 for the purposes of the Local Government Finance Act, 1992.

2025/75. Financial Report

To consider the Clerk's financial report, together with the cash book and budget monitoring (attached).

To resolve to close the Lloyds Bank accounts, and the account in the name of the War Memorial Committee.

Councillor Boddington to report on the quarterly verification of bank reconciliation to 30th September 2025.

To appoint a member to complete the quarterly verification of bank reconciliation to 31 December 2025.

To consider resolving to instruct the Finance Working Group to review the outcome of the internal audit for 2024/25, to review the asset register and the compile a risk register, and to report to the next meeting.

To approve the following payments:

PV38	GWG Tree & Garden Care	£165.60
PV41	Clerk's Travel Sept-Dec	£54.00

To confirm the following payments made under delegated powers:

PV29	HMRC (tax month 6)	£23.90
PV30	D H Thame (tax month 6)	£461.35
PV31	D H Thame (tax month 7)	£335.95
PV32	HMRC (tax month 7)	£84.21
PV33	Autela Payroll Services	£81.00
PV34	MJN Safety Signs	£51.54
PV35	Heloise Kirby (domain)	£20.53
PV36	Heloise Kirby (domain guard)	£1.20
PV37	Golden Valley Maintenance (Playground grass)	£840.00
PV39	D H Thame (Tax month 8)	£335.95
PV40	HMRC (Tax month 8)	£84.21

2025/76. Lengthsman Work, Drainage and Highways Issues, and Local Drainage Fund

To consider tasks for the lengthsman, on drainage and highways issues including standing water adjacent to the War Memorial, and the outcome of the bid to Herefordshire's Local Drainage Fund.

2025/77. Freedom of Information, Privacy Policy, Data Retention and Disposal Policies, Breach of Data Security Procedure

To consider adopting a freedom of information policy, privacy, data retention and data disposal policies, and data security breach procedure (attached). The privacy policy can be found at: <https://stauntononwye-pc.gov.uk/privacy-policy>

2025/77. Playground

To consider playground maintenance and the potential for funding from a Herefordshire Play Areas Grant.

2025/78. Section 106 Allocation (Minute 2025/50)

To further consider the parish wish-list for section 106 allocations.

2025/79. Neighbourhood Development Plan Review

To consider recent Herefordshire Council guidance (attached) and whether and how to proceed to review the 2016 plan. A copy may be found here:

https://www.herefordshire.gov.uk/media/blklqjwn/neighbourhood_development_plan.pdf.

2025/80. Herefordshire Parish Charter

To consider adopting Herefordshire Council's Parish Charter (copy attached).

2025/81. Annual Parish Meetings

To agree dates and formats for the annual parish meetings in 2026 in Staunton on Wye, and Brobury with Monnington. Meetings must take place between 1 March and 1 June.

2025/82. Council Meeting Dates in 2026/27

To consider whether quarterly meetings are adequate, and the following dates for future meetings at 7.30 p.m. at Staunton on Wye Village Hall:

Monday 2nd March 2026

Monday 11th May 2026 (Annual Meeting of the Council)

Monday 7th September 2026

Monday 7th December 2026

Monday 8th March 2027

Please note that Parish Elections will take place on Thursday 6th May 2027.

Monday 24th May 2027 (Annual Meeting of the Council)