



Minutes of the Extra Ordinary Parish Council meeting held on Thursday 25th June 2026
at 7.00pm in Bartestree Village Hall.

Minutes

Present:

Councillors: Fiona Harris, (Chair), Ron Williams, Siobhan Green, Polly Smith, Benjamin Pardoe, Paul Hodges, Paul Wargent, Wendy Soilleux, Jenny Karayiannis & Andy Thomas

In Attendance:

Cllr Ivan Powell - Ward Member
2 x Members of the Public.

1. To receive apologies.

To Note - There were No Apologies.

2. To receive declarations of interest and written requests for dispensations.

To Note - Cllr S Green declared and interest in item 6.

3. Procurement Act.

Following lengthy debate, where NALC's, HALC's & Independent advice were looked at along side the Procurement Act 2023.

Cllr Ivan Powell said the Herefordshire Council would not give any advice and said the Parish Council should take NALC advice.

The following points were made.

- The whole tender and procurement process must be done by the letter of the law.
- We will invite companies to tender for the work.
- We would prefer to use local businesses.

Cllr F Harris proposed that we go with the NALC advice.

Cllr S Green seconded the motion.

This was put to the vote which carried unanimously.

Resolution - *The Council Agreed to follow NALC's advice for contracts estimated to be over £30,000 (including VAT) and would comply with legislation regarding the publication of invitations and notices. Local contractors would be used if possible.*

4. Policies.

a) Standing Orders.

The New Standing Orders were reviewed line by line and the following amendments were made.

- 18av - change from the original wording: *(whether contracts with an estimated value below £299,999.00)* to “whether contracts with an estimated value below £30,000.00 ... “
- 1o – change from the original wording: *(Unless permitted by the Chair of the meeting, a councillor may speak once in the debate on a motion ...)* to “A councillor may speak in the debate on a motion ...”.

Resolution - *With these amendments the Standing Orders were approved.*

b) Financial Regulations.

The New Financial Regulations were reviewed line by line and the following amendments were made.

- Item 5.9: Change from the original wording: *(Where the value is between £500 and £9,999.00)* to “Where the value is between £500 and £10,000.00.

Resolution - *With these amendments the Financial Regulations were approved.*

5. CGF – Tender Document.

Resolution - *The Council approved the draft tender document.*

6. New 25year Lease – PFA – PC CGF Football Pitch.

The Clerk informed Council that ideally the PFA should have the lease drawn up, and the Parish Council’s Solicitor would then look over the contents, making sure that the Parish Council and the parishioners are protected.

Resolution - The Council approved that the PFA should draw up a 25-year lease for the Parish Council’s solicitors to review.

7. Draft Newsletter.

Cllr P Smith presented the draft Summer Newsletter to the Council.

Cllr S Green asked if it would be possible to add the contact details for the Cricket Club. There were a couple of typographical errors which will be corrected before print.

Resolution - The Council approved the newsletter for publication.

Next Parish Council Meeting 9th July 2026 at 7pm in the Bartestree Village Hall.

The meeting closed at 8:30pm

Signed:

Chair of the Parish Council

Dated: 25th August 2026