



Minutes of the Parish Council meeting held on Thursday 12th March 2026 at 7.00pm in Bartestree Village Hall.

Minutes

Present:

Councillors: David Welton (Chair), Wendy Soilleux, Ron Williams, Siobhan Green, Polly Smith, Benjamin Pardoe, Fiona Harris & Paul Hodges.

In Attendance:

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

1. To receive Apologies.

To Note - Apologies were received from Cllr A Thomas, Jenny Karayiannis & P Wargent.

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

To Note - There were no declarations of interest and written requests for dispensations.

3. To approve the minutes of the meeting held on the 20.02.26.

Resolution – The Council approved the minutes after making the amendments requested.

4. Open Session.

(Ward Member)

Cllr Ivan Powell gave his report with the following highlights.

- Herefordshire Council has set its budget under challenging circumstances due to the Government removing the £7 million Rural Services Grant.
- Herefordshire Council budget was increased by 4.99% with 2.99% having to be spent on education and 2% on adult social care.
- Herefordshire Council is going to spend £1 million on Public Rights of Way.
- The Safe Schools Program is behind schedule with challenging issues to overcome like bad parking concerns.

(Community Pub)

One of the Directors of the Crown & Anchor addressed the meeting to give an update on the future of the local pub.

- Profit is not their main aim.
- The key for the pub is it to be family and pet friendly to service the community.

- Want to encourage local groups to meet in the pub for meetings, coffee mornings etc.
- The pub is hoping to have fund raising events to raise funds for local charities or items for the community, like the defibrillator.
- The Pub would very much welcome the Parish Council siting a noticeboard at the pub.

(Members of Public)

There were No questions from the public.

To Note – All the comments made were noted by the Council.

5. Financial Matters.

5.1 - Unity Bank Main Statement- Feb 26- £ 2,722.22

5.2 - Unity Bank Saver Statement- Feb 26- £ 212,027.20

Resolution – The Bank balances were noted by the Council.

5.3 - Budget Monitoring- Feb 26

Resolution – The Council approved the Budget Monitoring for February 26.

5.4 - Bank Reconciliation- Feb 26

5.5 - Bank Reconciliation (Both Accounts)- Feb 26

Resolution – The Council approved the Bank Reconciliation for February 26.

5.6 - Monthly Bank Transactions- Feb 26

Resolution – The Council approved the Monthly Bank Transactions for February 26.

5.7 - Appoint Internal Auditor

- Mr Terry Robshaw FCCA

Cllr P Smith Proposed and Cllr R Williams seconded the motion to appoint Mr Terry Robshaw.

Resolution – The Council approved the appointment of Mr Terry Robshaw as the Internal Auditor.

5.8 - Approve the Asset Register.

Resolution – The Council approved the asset register for 2025/26.

5.9 - Approve Risk Register.

Resolution – The Council approved the risk register for 2025/26.

6. Payments.

	Payment	Net	Vat	Total
6.1	Clerk Salary - Tax & NI – March 26	As per Contract		
6.2	Bartestree Village Hall – Annual Biffa Bin / Hall Hire	802.74	0.00	802.74
6.3	Matt Hill – Play Area Inspection	90.00	0.00	90.00
6.4	Wye Water – (Grant)	1,440.00	288.00	1,728.00
6.5	Zero Waste Bag – Blister Packs	220.00	44.00	264.00
6.6	Andy Williams	950.00	0.00	950.00

Resolution – The Council approved for all the invoices to be paid.

7. Payments made under Clerks Powers.

	Payment	Net	Vat	Total
7.1	Wyevalle Nurseries Ltd – Glebe Land Trees	377.20	75.44	452.64

Resolution – The Council approved the payments made under the Clerks devolved powers.

8. Working Group Reports.

8.1- Christopher Gibbon Field.

- a) Landscape Proposal.
- b) Landscape Report.

Cllr S Green reported that the working group had now received the information required to submit a planning application. The details were set out in the landscape proposal and landscape report which showed a plan of the scheme. The group had looked at the following.

- Drainage off the carpark.
- A footpath to the pump track to make access easier for the less abled.
- The S106 team at Herefordshire Council are fully on board with the project.
- The New Charity is now fully open and registered with a website and bank account and has already received donations.
- The charity is looking at funding ideas like a “Just Giving Page” “Sponsor a Bench” or “Sponsor a Tree”.

Council asked if they could see a programme of works and the planning application before it is submitted, so they can make comments, if required.

Cllr R Williams asked if a minute could be made expressing the “Thanks of the Parish Council” to Cllr S Green, Mr J Jackson and the working group for their hard work on this project.

To Note – This was noted by the Council.

8.2- Highways & Infrastructure.

Cllr F Harris reported that yellow line (Proposed No Waiting at Any time Restrictions) will be put in the following locations.

- Cotts Lane, Lugwardine Court Orchard Junction.
- Longworth Lane & Hagley Park.
- Rhystone Lane, Lumber Lane Junction.
- St Peters Close, Lugwardine.
- Traherne Close, Lugwardine

To Note – This was noted by the Council.

8.3- Environment.

Cllr P Hodges asked when will the Blister Pack & Foil recycling bin be delivered. The Clerk informed Council that he was awaiting a revised quote as the specialised printed was required on the bin.

To Note – This was noted by the Council.

a) Blister Packs

Cllr P Smith said that people are continuing to put anything and everything into the blister pack bin, some stuff extreme nasty. This scheme has proven very popular within the Parish, but a concern is that neighbouring Parishes are bringing their blister packs to us, hence the cost has drastically increased over the months.

To Note – This was noted by the Council.

8.4- Play Areas.

Cllr W Soilleux gave a short report

The 3-Monthly check was carried out by a member of the Working Group on 07-03-26.

Village Hall Play Park:

The following issues were noted:

1. Confirmed wear and rot to the wooden Burma bridge beam – consider replacement.
2. Wear to the ground beneath the basket swing and both entry gates – consider installing rubber mulch surfacing in the three areas.
3. The catch on the Frog Bin was tightened to ensure that it stayed closed.
4. The swing seats, the slide and both rockers were cleaned, and the gate hinges were oiled.

Frome Park Play Area:

The following issues were noted:

1. Four blue caps were replaced on the cradle swing and glued in place.
2. Minor chafing of the rope in two places on the tower walkway was noted.
3. The swing seats and both slides were cleaned, and the gate hinges were oiled.
4. Although some cider apples were used last Autumn, there is a large mushy mess remaining under the trees.

Proposal: to remove at least two of the large old cider apple trees and replace them with smaller trees that would be easier to prune and manage.

Resolution – *The Council approved for Cllr W Soilleux or P Hodges to obtain a quotation for this work so that a decision can be made.*

8.5- Finance & Admin.

The Clerk reported that there had been no meeting but there will be one after the end of the financial year to prepare accounts for the internal and external auditors.

To Note – This was noted by the Council.

8.6- Communications.

Cllr D Welton reported that there had been a meeting and the following issues were discussed and decisions taken:

Website.

- Colour transparency to be considered to assist vision impairment.
- AGAR additions to be formalised and added to the website.

Newsletter Summer.

- Donations for advertisements to be considered.
- Size of next issues to be A5 (agreed).
- Newsletter also published on the website (agreed).
- Consider the photo of local works Before/After.
- Publish date 20-26 July (agreed).
- All articles are due by 31st May 2026.
- Duties:
 - o Cllr Paul Hodges- Advertising.
 - o Mr Laurie White- Address register.
 - o The Clerk- Labels and envelopes and provide the electoral roll.

To Note – This was noted by the Council.

8.7- Land & Building Working Group

a) Presentation & Proposals.

Cllr D Welton reported that this item will be postponed because the Parish Council is still awaiting information from the Solicitor.

To Note – This was noted by the Council.

9. Planning.

	<i>Application No</i>	<i>Address</i>	<i>Permission sought</i>
9.1	260381	16 Arrowsmith Avenue Bartestree Herefordshire HR1 4DW	Single story extension towards the front of the property.

Resolution – Parish Council supports this application on the following grounds:

It complies with Bartestree with Lugwardine NDP Policy BL2 Extensions to Properties:

- i) The proposal is subservient to the main dwelling in terms of size, scale, height, massing, design and appearance.

- ii) The extension will not result insignificant adverse impact on the amenity of neighbouring properties.

	<i>Application No</i>	<i>Address</i>	<i>Permission sought</i>
9.2	260508	March End Hollylea Close Bartestree, Herefordshire HR1 4DN	Single storey extension to rear

Resolution – Parish Council supports this application on the following grounds:

It complies with Bartestree with Lugwardine NDP Policy BL2 Extensions to Properties:

- i) The proposal is subservient to the main dwelling in terms of size, scale, height, massing, design and appearance.
- ii) The extension will not result insignificant adverse impact on the amenity of neighbouring properties.

10. Other Reports.

10.1- Lengthsman.

Cllr P Hodges said the new lengthsman had now completed his commercial spraying training. The lengthsman is going to start work on Monday 16th March.

Resolution – Parish Council approved for the Lengthsman to start work and for the Council to pay for the spraying training. This was proposed by Cllr P Hodges and seconded by Cllr P Smith. The vote was carried.

10.2- PROW.

Cllr Polly Smith said that she is going to start to walk the PROW within the Parish to collate a report on where new stiles, gates or bridges needed replacing. Cllr P Smith did say that more hands would make light work, if there were any Councillors or resident who wanted to walk the PROW and came across any stiles, gates or bridges which need replacing please record the “What3Words” location and report to the Clerk.

To Note – This was noted by the Council.

10.3- Tree Warden.

Cllr P Hodges said that apart from the trees at Frome Park there was nothing further to report.

To Note – This was noted by the Council.

11. Parish Matters.

11.1- Safer Routes for Schools.

Cllr S Green reported that there are still parking issues by irresponsible parents dropping or picking up children. The issues have now spread to nearby streets including Burdon Drive and the top end of Barneby Avenue.

To Note – This was noted by the Council and the Ward Member.

11.2- Parking and Speed on Burdon Drive
This has been covered by a previous item.

To Note – This was noted by the Council.

11.3- Wilcroft Park Entrance
The entrance has been an ongoing issue for several years, with the Herefordshire Council just patching potholes, which soon come back. This in part to the workmanship being poor thus the tarmac coming back out within a few weeks. The whole entrance to Wilcroft Park needs resurfacing.

To Note – This was noted by the Council.

11.4- Flooding pavement on A438.
Cllr R Williams said that this flooding has been an issue for several years, and the Herefordshire Council is fully aware the drain is blocked with concrete. A Herefordshire Council Highways office has now visited the location, and he has requested for the drain to be jetted.

To Note – This was noted by the Council.

11.5- Flood Equipment Storage- Update
Cllr S Green offered to pick up the steel storage container from Cllr F Harris and get a lock welded on to it.

To Note – This was noted by the Council and Cllr S Green was thanked for her offer of help.

11.6- Flood Officer/s.
The Chair said that following the 2 Councillors who had already offered to be Flood Officers, it was felt that a request for residents to help be put into the local newsletter.

To Note – This was noted by the Council.

12. Summit – Update.

The Chair and Vice Chair had attended this meeting. The following items were raised by those present and the Herefordshire Council officers.

- Herefordshire Council had managed to approve a balanced budget for 2026/27 regardless to the fact the Government had reduced its funding by £17million.
- The Children's Services had now been taken out of special measures and had just received a Good Ofsted report.
- The Locality Steward were mentioned about their poor communication with Parishes.
- The Lengthsman, PROW and Drainage grants to Parish Council were going to be available for 2026/27.

To Note – This was noted by the Council.

13. Future Agenda Items.

There were no future agenda items asked for.

Date of next Council Meeting 9th April 2026 at 7pm.

The meeting closed at 9:25pm



Signed:

Vice - Chair of the Parish
Council Dated: 14th May 2026