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PIXLEY AND DISTRICT PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on,

Monday 13th July 2026

7.30pm in Munsley WI Hall

Present: Cllrs Kelvin Lynch (in the Chair); Brendan Sugden; Steve Swaithes; Allen Mawby; Charles Smart.

In attendance: Rachel Freestone – Parish Clerk
Jonathan Lester - Ward Councillor

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1. Members noted the resignation received from Mrs Wayman as Clerk/RFO from 30th June 2026 and welcomed Mrs Rachel Freestone as Clerk/RFO to the post.
2. **To receive and accept apologies for absence:**
There were none.
3. **To receive any declarations of interest or written applications for dispensation from Councillors on agenda items:**
There were none.
4. **S137:** Members noted that Pixley and District do not meet the criteria for General Power of Competence (2/3 councillors elected and a CiLCA qualified clerk) and S137 applies.
5. **Minutes:** Members considered the minutes of the Parish Council Annual meeting held on the 11th May 2026. A member commented that the title of the minutes do not make it clear that it is the Annual Meeting. They were amended with the inclusion of Annual. **It was RESOLVED:** to approve the minutes as a true record of the meeting. They were duly signed by the Chairman.
6. **Open session:**
 - a. To receive the Ward Councillors report: Ward Cllr Lester welcomed the Clerk to the post. He raised a number of points:
 - Congratulations given to members for supporting the flower festival. People attended from far and wide, it put Little Marcle on the map.
 - Little Marcle lane has been resurfaced recently following complaints. Part of a large program of resurfacing being completed on a priority basis. Positive that not just the busy A roads being prioritised, lanes are also being addressed.
 - He attended the Local Govt Annual Conference last week focussing on networking to liaise with businesses which offer cost savings in service delivery.
 - Key delivery projects went to Scrutiny last week including the bi-pass, library, museum and Hereford transport hub. The Full Council meeting is the 24th July.
 - Spend - £2.8 million been given to support households facing financial hardship. £5.3million to update John Masfield and Weobley High Schools. JMHS will expand from 750 -900 pupils. £4.1million allocated to capital funding over the next 3 years on housing initiatives. Temporary accommodation in hotels becoming costly so HC have purchased flats for this purpose. They are upgrading Highways depots and have taken on more HC staff to help with Highways contract now in-house.
 - Cycling/walking infrastructure plan has been adopted and the western bi-pass will be decided on the 10th September 2026.
 - Homeless prevention and rough sleeper strategy has been adopted, they work closely with those that are homeless. Adding that they engage fully with everyone but not everyone wants help.
 - HC responsible for transport for children with special needs which has been via the hire of taxis. The school transport budget is £12 million. Now working alongside Hoople (of which HC own 80%) with the purchase of 10 vehicles and own drivers which is reducing the cost.
 - Parish Summit (14th July) will focus on the budget and how to deliver savings of £20million and boundary commission. To balance the next budget will also be a big challenge.

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- A different planning system will come into place on the 31st October removing the ability for Ward Cllrs to recommend planning applications be reviewed by the planning committee. The Ward Cllr and members expressed dissatisfaction with this change and loss of public forum. *A member queried the new system and whether opened up to corruption?* It shouldn't. Central Govt are saying it will improve timings. Planning Enforcement at the Coach House and the application has been withdrawn. He will find out more and inform the Clerk.

A member asked about the plan to devolve power from London, will it have an impact? Ward Cllr Lester responded that although devolution will unlock some funds it will not help HC with the second stage of the bi-pass. Housing targets can only be met with better infrastructure, devolution will not be an answer to this. *A member asked whether the JMHS improvements will be funded by Developers?* Yes, through S106 obligations. *A member asked how S106 is decided?* Ledbury Town Council will provide a wishlist but HC decide ultimately where allocated.

He was thanked for his time.

- b. To receive representations from the public: A member of the public asked that if power is being taken from the pc's with regards to planning, what is left? Ward Cllr Lester responded that there will be no change to pc ability to respond to planning applications just requests to planning committee.

20.04 Ward Cllr Lester left.

7. Policies for Pixley and District Parish Council:

- a. Code of Conduct: **It was RESOLVED:** to approve the Code of Conduct for 2026/27.
- b. Financial Regulations: Members considered the queries/amendments highlighted in red section 5.15, 6.8 and App1. **It was RESOLVED:** approve with the amendment to add £500 to S5.15 and App 1.
- c. Standing Orders: Members considered the proposed amendments highlighted in red section 3s and 19. **It was RESOLVED:** To approve with the proposed amendments.
- d. Transparency code: **It was RESOLVED:** to approve and comply with the Transparency Code.
- e. The clerk reminded councillors of the self-disqualification law.

8. Chairman's Report: Cllr Lynch gave his report.

- The last two meetings for Munsley WI Hall have been cancelled so little to report. *The MofP asked if it is still the WI Hall?* Yes.
- Ashperton Bridge now has a barrier positioned at one of the corners, hope that is now sorted for time being. Members thanked Cllr Lynch for all his work with the bridge.
- The Flower Festival was a huge success. He was able to issue 11 more of the smart water kits, disappointing attendance from local residents as 350 people had attended. Members will need to address how to distribute the remaining kits, possibly give to local businesses?
- Little Marcle Court Rd has been resurfaced.
- He informed members that had been in contact with Haygrove re. the Community Garden. They are starting low key work on the site which does not require planning permission. There has been some cultivation where they intend to grow flowers to sell. *A member asked where the Community Garden will be situated?* The field between The Nest and the Haygrove vending machines.
- He added that he will attend the HC Parish Summit and will report at the next meeting.

9. Assets:

- a. Members considered the Asset Register as of 1st April 2026. There is a query on ownership of the Little Marcle grit bin. **Action:** Clerk to contact to request a grit bin map and research the purchase. Further query regarding the bus shelters. There are three in the Parish; Falcon Lane, Pool End and the Trumpet crossroads. **Action:** Clerk to research ownership of the bus shelters. **It was RESOLVED:** defer to next meeting.

10. Finance

- a. Members NOTED the Bank Reconciliation and total Bank Balances for May and June 2026 of £16912.63.
- b. Members considered the transfer of £10000 from current to instant access savings to maximise bank credit interest. **It was RESOLVED:** to approve the transfer of £10000 to savings.
- c. Members NOTED the use of the "payments and receipts" accounting method for 2026-27.
- d. Unity Bank signatories for 2026-27. **It was RESOLVED:** bank signatories are Cllrs Lynch, Sugden and Mawby alongside the Clerk. The Clerk informed that Unity have confirmed her addition and awaiting the sign in information by post. **It was RESOLVED:** to remove previous clerks access once in place.

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- e. Members NOTED the insurance provision for 2026-27 is due for renewal in July, year 2 of an LTA. **It was RESOLVED:** to confirm cover continues to be adequate.
- f. **It was RESOLVED:** to confirm the appointment of PATA payroll services for 2026-27.
- g. **It was RESOLVED:** To confirm the clerk's delegated authority to make payments between meetings as necessary.
- h. **It was RESOLVED:** To approve the following invoice for payment:
 - Zurich Insurance £394.20
- i. **It was RESOLVED:** To ratify the following regular payments made between meetings:
 - Clerk Salary May and June to incl. PAYE (outgoing) As per contract
 - Clerk Salary June (2 weeks) to incl PAYE As per contract
 - Unity Bank Fees May and June £14.00
- j. **It was RESOLVED:** To ratify the following payments made between meetings:
 - HALC Annual Membership £618.69net/£742.43gross
 - GM Lungley – Internal Audit £180.60
- k. Members NOTED the income received:
 - Precept £5273
 - Bank Credit Interest 30.06.26 £15.33
 - VAT refund to Instant Access Savings £626.23
- l. Members NOTED no virements were made between Unity Accounts in this period.

11. Planning

- a. **It was RESOLVED:** To confirm the clerk's delegated authority to respond to planning queries between meetings.
- b. Members considered the following Planning Applications for Determination by Herefordshire Council:
 - 261521 Pixley End Country Park, Trumpet. Change of use to warden accommodation. Members commented that the site is well run. **It was RESOLVED:** Support – Clerk to inform planning.
- c. Members NOTED there no Planning Responses Submitted between Meetings under Devolved Powers.
- d. Planning decisions made by Herefordshire Council. Cllr Lynch updated members on decisions made on application's previously commented on.

12. Highways/Footpaths:

- a. Members received a report from the Footpaths Officer: Cllr Smart reported on her behalf. There are problems with the Hereford Trail. The footpath between Aylton Church towards Newbridge Farm has not been reinstated. An email has been sent to the landowner and awaiting response. LM4 opposite Newbridge Farm is now with PROW Enforcement as the landowner has not responded or actioned clearance of the footpath. A stile is overgrown in Little Marcle. **Action:** Clerk to ask Rob Badham to clear.
- b. Drainage/flood plan. Cllr Lynch commented that Pixley PC missed the grant last year. There are a number of areas in the parish which flood; outside the Verzons Hotel, three flood areas in Baregains lane; by the White House in Aylton. The Preston Cross dip seems to have cleared, need to assess when rains. We would need quotes in preparation of an application under the scheme, any work would need to be completed by contractors. *A member commented that disappointing that Highways are not addressing the issues on A roads themselves.* **It was RESOLVED:** Clerk to ask for support with how to approach drainage work on A roads and report at the next meeting.
- c. To consider any further Highways matters arising. A member informed that there is a cracked drain on the Aylton road to Newbridge and also a number of potholes that have been reported. Report on FixmyStreet. Cllr Lynch added that with regards to safety of the A4172, the white gates are very expensive and have given up trying to reduce the speed limit. Like to move forward with SIDS. **It was RESOLVED:** Clerk to contact the Traffic Officer to request they come out to assess if they would support and look at possible locations.
Quiet lanes: this was raised at the last meeting. Need to find out the consultation requirements? **It was RESOLVED:** Clerk to request more information.

- 13. **It was RESOLVED:** To approve the Clerks request for holiday 24th August-4th September and 18th January to 22nd January.

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14. Members NOTED the correspondence (previously circulated):

- HALC ‘10 things you need to know in June’.
- Welcome from Paul Satoor, Chief Executive of Hereford Council.

15. Meeting Dates: Members considered the change of meeting date from 2nd November to 9th November to allow October finances to be considered. Defer to the September meeting when can confirm if new date would be quorate.

16. Members will email items for the next meeting to the Clerk.

17. Next meeting: Members NOTED the date of the next ordinary meeting as being the 7th September, 2026, 7.30pm.

Signed..... Date:.....

Chair

The meeting closed at 21.20