

PIXLEY AND DISTRICT PARISH COUNCIL

Parish Councillors are summoned to the Parish Council Meeting,

At Munsley W.I. Hall

On Monday 7th September 2026 at 7.30pm

AGENDA

- 1. To receive and accept apologies for absence.**
- 2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**
- 3. To agree and sign the minutes of the Parish Council ordinary meeting held on the 13th July 2026.**
- 4. Open session:**
 - a. To receive the Ward Councillors report.
 - b. To receive representations from the public.
Designated maximum period of 15 minutes to accommodate members of the public who may wish to raise relevant issues or ask the Parish Council Questions in respect of business itemised on the agenda and shall not speak for more than three minutes.
- 5. Parish Council Vacancy:**
 - a. To consider candidate(s) for co-option onto Pixley and District Parish Council.
 - b. To receive the signed Declaration of Acceptance of Office form.
 - c. To remind to submit the Register of Interests form to Hereford Council within 28 days and to declare any interests on the Agenda.
- 6. To consider and approve the following policies for Pixley and District Parish Council:**
 - a. Financial Controls and Risk Assessment – Appendix 1
 - b. Risk Management Policy – Appendix 2
 - c. Risk Schedule – Appendix 3
 - d. Publication Scheme – Appendix 4
 - e. Co-option Information and Application form – Appendix 5
- 7. To receive the Chairman's Report.**
- 8. Assets:**
 - a. To note the response from Hereford Council that the bus shelter at Trumpet corner is a parish council owned asset and that they will complete a condition survey. Agree actions.
- 9. Finance**
 - a. To note the Bank Reconciliation and Bank Balances for July and August 2026. Appendix 6
 - b. To note the Budget versus Actuals report to 21st August 2026. Appendix 7
 - c. To consider a Finance Working Group made up of 2 to 3 councillors alongside the RFO. Agree actions
 - d. To note the agreed NJC scales uplift of 3.3% for 2026/27 and to approve backdated payment to E Wayman from 1st April – 30th June 2026 and current clerk from 15th June 2026 ongoing.
 - e. To consider the Clerks request for a £15 monthly Home Office Allowance and agree actions.
 - f. To note there are no invoices for payment.
 - g. To ratify regular payments made between meetings:

• Clerk Salary July and August	As per contract
• Unity Bank Fees April and July	£14.00
 - h. To ratify payments made between meetings:

• PATA payroll	£68.60
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 - i. To note no income received.
 - j. To note virements made between Unity Accounts in this period:

• Current to Instant Access	20.07.26	£10000
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10. Planning

- a. To note no Planning Applications for Determination by Herefordshire Council.
- b. To note no Planning Responses Submitted between Meetings under Devolved Powers.
- c. To note planning decisions made by Herefordshire Council:
 - 260544 White House Aylton. Conversion of workshop and courtyard to communal retreat space. Approved with conditions
 - 260514 Land at Priors Court, Aylton. Self-build dwelling and change in use. Approved with conditions.
 - 261352 Three Kilns, Little Marcle Court. Combine Annex with existing dwelling to form one dwelling. Approved with conditions.

11. Highways/Footpaths:

- a. To receive a report from the Footpaths Officer and consider any matters arising.
- b. To consider the advice from Hereford Council re drainage/flood preparations ahead of any Hereford Council grants in 2027 and agree actions.
- c. To note the map received with the location of grit bins in the parish and consider the condition of the grit bin at Little Marcle Court Road. Agree actions
- d. To note no response received following a query regarding progressing ‘Quiet Lanes.’
- e. To note no response received as yet following queries regarding SIDS locations and application.
- f. To consider the formation of a Highways Working Group.

12. Correspondence (previously circulated):

- Locality Steward Update.
- Parishioner email commenting on Quiet Lanes.
- Broken drain at Aylton ongoing with Highways.

- 13. Meeting Dates:** Consider change of meeting date from 2nd November to 9th November to allow October finances to be considered.

- 14. To consider items for the next meeting – no discussion.**

- 15. Next meeting:** to note the date of the next ordinary meeting.

Rachel Freestone

Date: 2nd September 2026

Rachel Freestone

Parish Clerk –Pixley and District Parish Council.