ACTION

PEMBRIDGE PARISH COUNCIL
Draft Minutes for the Meeting
Wednesday 11th March 2026 7.30pm – Pembridge Parish Hall

Councillors Present: Cllrs Garfield Evans, (Chairman), Marguerite Fothergill, Kevin Duggan, John Mallett, Roger Phillips, and Clerk R Bissell.
1 Member of the public.

141/25. Apologies for absence.
Apologies were received from Cllrs Hancock, Jenkins, Zagni, Clegg, Powell, Owens, Jones and Williams.
142/25. Declaration of interest and written requests for dispensation on agenda items.
There were no declarations of interest made on agenda items. The Declaration of Interest book was available to sign.
143/25. Approval of the minutes.
The minutes of the meeting of 18th February 2026 were **Approved** unanimously and signed by the Chairman.
144/25. Open session.
Ward Councillor report: Cllr Phillips reported:

- March update has been shared with parishioners
- Highway works on Bridge Street 18th to 20th March and Eardisland w/c 16th March
- Herefordshire Council has approved the budget and council tax figures. Herefordshire Council will make £20m in savings this year.
- The Hereford Bypass first phase has been approved, and contractor Grahams has been appointed to start the design works.
- Cllr Phillips will join local business owners to meet MP Ellie Chowns to discuss the difficulties small rural business face.

Members of the Public: None.
Police Report: PSCO Felix Rawlinson provided a written report.

- No incidents to report besides a collision on the A44 with a vehicle and a deer on 10th March. No injuries were reported.
- The previously planned Police surgery has been brought forward to Wednesday 18th March at Bloom n Grind in the village.

Remember to call 999 in an emergency or 101 to pass information on. If you require a visit to discuss security concerns, contact Felix Rawlinson: 07971051480.
145/25. Planning applications for comment.
<u>Planning Application recently received, reviewed and decisions made:</u>

- 253227 – Re consultation - The Olde Steppes Shop, High Street, Pembridge – **ALREADY SUPPORTED**
  Division of existing property to form 2 separate independent properties.

<u>Recent Planning Applications recently considered awaiting determination:</u>

- 253227 – The Olde Steppes Shop, High Street, Pembridge - **SUPPORT**
  Division of existing property to form 2 separate independent properties.
- 252905 – Corner House, East Street, Pembridge HR6 9HA**- SUPPORT**
  Conversion of existing building from 2 to 3 self-contained apartments with storage.
- 221052 – Townsend Farm, East Street, Pembridge, HR6 9HB. **- SUPPORT**
  Amended plans and reports on erection of 19 dwellings and infrastructure.
- 241285 – Barn at Lowe Farm, Pembridge, HR6 9JD. **- SUPPORT**
  Conversion of redundant farm building into a dwelling
- 233205 – Crabtree Barn, Broxwood, HR6 9JJ- **SUPPORT**
  Proposed addition of porch extension and change of use of land from agricultural to residential.
- 231763 – Marston Grange, Pembridge, HR6 9JA. - **SUPPORT**

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Conversion of former school building and attached single storey range to stabling and liveried horses. Proposed hay and manure stores. Continued use of land for grazing and removal of condition 3 of 211861 so that riding arena can be used by liveries.

Planning Decisions:

- 260178 – Court House, Bearwood lane, Pembridge, HR6 9EA- **SUPPORT – WORKS CAN PROCEED**
  Works to trees in Conservation area.

146/25. Clerks report

- Met with neighbouring properties and landowners on the village green regarding the encampment options.
- Completed VAT return for the period 1.9.25 to 28.2.26.
- Preparing Parish Council for Annual Governance Assertion 10 requirements.
- Confirmed tree works on the village green.
- Grant payment request made to Herefordshire Council for PROW and Lengthsman works
- Neil Jackson has now left Balfour Beatty; our new steward is Lara Edwards.
- Councillors are reminded that they host the Pembridge Coffee morning on 20.3.26
- The clerk provided a verbal report from the recent Herefordshire Council parish Summitt.

All other items are being dealt with and are ongoing.

147/25. Finance Report and Approve Payments.

VAT claim made on 1st March for the period 1.9.25-28.2.26 total £563.38

Bank reconciliation for 28th February 2026 complete using VT cashbook.

Balances at 28th February 2026.

Current Account:	£ 4962.30
Tracker Account:	£ 24206.24
National Savings Account:	£ 12336.68

Income since last meeting

BT Openreach – wayleave	£ 8.82

Requests for payment: APPROVED

Toilet Cleaner, Clerk salary & HMRC for March 2026 as previously agreed by Parish Council

NEST pension contribution as per agreed payment schedule

Clerks Expenses	February/March 26 inc MS365	£116.14	+VAT
West Mercia Energy	Electricity Toilets Jan 2025	£40.39	+VAT
BT Payphones	High Street Phone Box adoption	£1.00	
Cleanmy	Toilet rolls	£45.42	+VAT
KBS	PROW materials	£5.79	+VAT

148/25. Herefordshire Council Grant Scheme 2026-27.

Councillors discussed the grant funding opportunities available from Herefordshire Council in 2026-27. Councillors **AGREED** to join the Lengthsman scheme as in previous years. The annual maintenance plan was **AGREED** and the contract was signed. They also **AGREED** to make a Public Rights of Way (PROW) application, Councillor Hancock (PFO) and the clerk to review areas and prepare the application. Councillors also discussed opportunities for the drainage grant funding and **AGREED** to review areas in the parish requiring ditching and consider capital works at Longwood Barr to install a road drain. This will dependent upon obtaining contractor quotes before the early application deadline. The clerk will forward the expression of interest and signed agreements to the relevant Herefordshire teams by the deadlines.

MH/ Clerk

149/25. Local Police Community Watch Scheme.

Cllr Zagni, who will co-ordinate the Community Watch Scheme (CSW) in Pembridge has confirmed there are enough volunteers to advance the scheme and start the training process. Councillors **AGREED** unanimously to progress the scheme and engage with the local policing team to set it up formally. *Cllr Zagni & clerk to engage with local policing team.*

SZ/Clerk

150/25. Adopt the BT phone on the High Street.

Councillors reviewed the BT Payphone contract and **AGREED** to adopt the Phone box on the High Street in Pembridge. The contract was signed and the clerk will forward to BT. Councillors then **AGREED** to discuss its use at the next when there were more members present.

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151/25. Village Green Matters

The clerk updated Councillors following an informal meeting with the Contractor and nearby residents to ensure all points of view are understood regarding the preferred option to install telegraph offcut posts along the driveway edges along the village green. The Contractor confirms costs will be lower than previously expected than to install the ditch and bund and even less if volunteers can help at installation. Work will commence when the contractor is available. *Clerk to organise.* Clerk

152/25. Correspondence.

- Parishioner Correspondence – EE mast in Bearwood - Councillors were aware of ongoing problems with poor mobile signal from the EE mast in Broxwood. *Cllr Phillips will highlight the issue to the local MP to seek a fix.*
- Ben Woodcok from the River Arrow Trust – Councillors discussed The Trust objectives and its relevance with the other relevant bodies involved with the river and hope to ensure they are all working together. Parish Council **AGREED** to invite Mr Woodcock to provide a short presentation to PC on the Trust and its work at the next Parish Council meeting in April. *Clerk to invite.* Clerk

153/25. Future Agenda from Councillors and members of the public.

Speed Indicator Device

154/25. To confirm date of next meeting: Wednesday 15th April 2026 in the Parish Hall at 7.30pm

Meeting Closed at 8.35pm.

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