ACTION

PEMBRIDGE PARISH COUNCIL
Draft Minutes for the Meeting
Thursday 7th October 2026 7.30pm – Pembridge Parish Hall

Councillors Present: Cllrs Garfield Evans, (Chairman), Kevin Duggan, Steve Jones, Wendy Powell, David Owens, Marguerite Fothergill, Michael Hancock, Richard Jenkins, Safi Zagni, Jo Williams and Clerk R Bissell. 2 members of the public.

78/26. Apologies for absence.
Apologies were received from Cllrs Mallett, Phillips and Clegg.

79/26. 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.

80/26. Approval of the minutes.
The minutes of the meeting of 17th September 2026 were **Approved** unanimously and signed by the Chairman.

81/26. Open session.
Ward Councillor report: Cllr Phillips provided a written report:

- Letter sent to the Prime Minister from the Rural Services Network (chairman) making the case for more rural investment
- Herefordshire Council held a skills conference where businesses and educational establishments discussed the challenges for the county including AI, infrastructure along with housing for employees and transport.
- Cllr Phillips met with the new highways steward, Rory Edwards and discussed several issues in the ward, including the village pavements.
- Some potholes along Church Road and Sourbrook have been filled.

Members of the Public:
Police Report: There was no police report.
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.

82/26. Planning applications for comment.
Planning Application recently received, reviewed and decisions made:

- 262550 – Star Cottage, East Street, Pembridge HR6 9HB -**SUPPORT**
  Internal alterations including new staircase, bathroom and kitchen, rewire lighting and EV charging point.
- 262476 – Moor Court Farm, Lyonshall, Kington HR5 3JZ-**SUPPORT**
  Erection of an agricultural livestock building with associated works (Retrospective)
- 262380 - Crabtree Barn, Broxwood, Leominster, Herefordshire, HR6 9JJ. -**SUPPORT**
  Change of use of agricultural building to provide stables, tack room, workshop, garaging and hair salon

Recent Planning Applications recently considered awaiting determination:

- 262316 – Garage House, East Street, Pembridge HR6 9HA- **SUPPORT**
  Change of use of existing workshop to artisan blacksmith workshop
- 262032 – The Grove, Noke Lane, Pembridge, HR6 9HP**- SUPPORT**
  Conversion of former agricultural barn into commercial office for use by Grove Design.
- 261698 – Luntley Court Farm holiday Lets, Pembridge, HR6 9EH**- SUPPORT**
  Convert part shed (5 bays) into padel court for leisure use by existing holiday lets
- 260966 – Land at Monies Corner, Pembridge, Herefordshire. **- SUPPORT**
  Erection of self-build agricultural workers dwelling
- 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**

ACTION

Conversion of redundant farm building into a dwelling

- 231763 – Marston Grange, Pembridge, HR6 9JA. - **SUPPORT**
  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:

- 262109 – Yew Tree House, Pembridge, HR6 9JA- **SUPPORT- APPOVED WITH CONDITIONS**
  Install feather board panels to northeast gable end of the first floor of the property

83/26. Clerks report

- Compiled, printed and delivered newsletters.
- VAT claim made
- Recent planning application responses uploaded.
- Updated Village green risk assessment to include wildfire.
- Responded to the Police commissioner survey.
- Tree Protection Order for the walnut tree at Walnut Tree Cottage.
- Herefordshire Council 5-year land supply is currently at 2.81 years

All other items are being dealt with and are ongoing.

84/26. Finance Report and Approve Payments.

Bank reconciliation for 30th September 2026 complete using VT cashbook.
Half year accounts completed and the internal audit will take place at the end of October.
VAT claim made for £851.58

Balances 30th September 2026.

Current Account:	£ 30113.85
Tracker Account:	£ 24400.38 (including £63.71 interest)
National Savings Account:	£ 12336.68

Income since last meeting

HMRC VAT reclaim	£ 851.58

Requests for payment: Approval to be requested

Toilet Cleaner, Clerk salary & HMRC for October 2026 as previously agreed by Parish Council
NEST pension contribution as per agreed payment schedule

Active Garden	*Playground Panels*	*£937.00*	*+VAT*	*Paid Bacs*
Active Garden	*Playground repairs*	*£2048.00*	*+VAT*	*Paid Bacs*
Clerks Expenses	Expenses July – Sep26	£115.90		
West Mercia Energy	Electricity Toilets August 2026	£55.24	+VAT	
Barrington Print	Newsletters Oct/Nov	£115.00	+VAT	
James Ross	Mowing	£242.00		
Mark Jones	Playground fence	£3175.00	+VAT	
Height Barriers Ltd	Village Gren barrier	£1280.00	+VAT	

85/26. Correspondence.

- Parish Summit – 13th October 2026 – Noted – Cllr Hancock to attend.
- West Mercia Energy billing update – Noted
- Matt Heely – The new Lengthsman introduced a price increase of £5 per hour due to increased cost of living and fuel prices – All planned PROW works to remain as quoted - Noted
- Parishioner – clock not keeping time – clerk to follow up with clock winder — Clerk
- Parishioner – various parish concerns including street lighting and bollards -clerk to log any issues and respond. Cllr Hancock to visit Bridge Street to request hedge cutting from pavements — Clerk/MH
- A request for support in purchasing a new marquee – Clerk to invite to discuss details — Clerk

86/26. Future Agenda from Councillors and members of the public.

None.

87/26. To confirm date of next meeting:

Parish Council Meeting: Wednesday 18th November 2026 in the Parish Hall at 7.30pm

Meeting Closed at 8.12pm.