

Woolhope Parish Council

Minutes of the meeting of Woolhope Parish Council Held on Tuesday 2nd December 2025 7.00pm at Woolhope Village Hall

Present: Cllr. P. Hawkins - Chairman
Cllr. M. Windham
Cllr. L. Mair
Cllr. R. Rolt
Cllr. S. Crozier

In attendance: Nick Richmond-Clerk and 4 members of the public.

1. **To receive apologies, declarations of interest and requests for dispensation.**
Apologies were received from Cllr Slocombe. No written requests for dispensation were received and no declarations of interests made.
2. **To consider the co-option of a new councillor.**
Chris Tobey had attended the meeting and expressed his wish to be co-opted as a councillor. He outlined his many years of living in the parish and a desire to give something back to the community. The councillors voted unanimously to approve his co-option. He signed the declaration of acceptance of office and took his place on the council.
3. **Ward Councillors Report.**
The November and December reports had been circulated. No questions arose.
4. **Public participation session: (3) minute limit per person (15minutes maximum).**
Heather Fortey of Daddlebrook Farm spoke regarding the Pentoloe Brook issue where the water dried up completely during the summer. The clerk advised that following the last parish council he had asked Herefordshire Council to reconsider the findings in their report that the situation was entirely due to the prolonged dry period during the summer. The writer of the report had phoned the clerk, who had also spoken to Tom Jolley and both said that they considered the report findings to be correct and were corroborated by the Environment Agency and an independent hydrologist. Heather advised that she now had water but this was due in no small part to rainfall on her barns going into the brook. Tom Jolley had visited her to look at possible solutions but the position of her well and trough meant that when the brook dried up no deepening of those would make the situation any better. He said a structure in a better location would be required and he would make recommendations to Herefordshire Council in a report. To date no such report has been seen. Cllr Crozier said that changes to the watercourse had been made and a video of the dam should be made available to council. In the circumstances it was agreed that a site meeting involving parish councillors and all parties and including Herefordshire Council and Tom Jolley would be the best way of moving forward. The clerk will ask Hannah Dale of Canwood Gallery if she is prepared to support a meeting on her land.
6. **Planning Matters**
 - a) To consider new applications received since the last meeting now due for consideration:
P253036 Woolmoor House, Woolhope- Rear and side extension with internal alterations.
The applicants Liz and Tim Dyer were present to answer any questions about their planning application. Cllr Hawkins said that he had seen the design and it all looked in keeping with the existing property. Cllr Mair proposed that council support the application. This was

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seconded by Cllr Crozier and all voted in favour. Liz and Tim expressed their thanks and said they were looking forward to playing their part in the community.

b) To note decisions made:

None made.

5. **Meetings:**

To consider the Minutes of the Parish Council Meeting held on 28th October 2025.

The minutes of the meeting of 28th October were agreed as a true record of the meeting and were signed by Cllr Crozier.

7. **To receive a report from the clerk following his communication with Herefordshire Council that they reconsider the report into Pentaloe Brook.**

See agenda item 4.

8. **Financial Matters**

a) The following payments were authorised:

£ 540.13 Clerk salary Nov 2025

£ 135.00 Clerk tax Nov 2025.

£ 587.16 Terry Griffiths Contracts Inv 3483 maintenance day.

£ 720.00 Terry Griffiths Contracts Inv 3484 PROW Kissing gates.

£ 587.16 Terry Griffikths Contracts Inv 3549 maintenance day.

£ 270.00 HALC Website domain & Hosting Feb 25 – Jan 27.

£ 184.99 Clerk expenses Dec 25.

Cllr Hawkins explained that the kissing gates were put in by Terry Griffiths in a different location than that agreed under the 'Walkers are Welcome' scheme, but rather than take them out he put in new gates to complete the scheme. The clerk advised that he would invoice the cost to Herefordshire Council.

b) To note the 30th Nov 2025 bank balance £ 24,358.65.

This was noted.

c) To consider a draft budget for 2026-27 and the level of precept to request.

Cllr Hawkins said he did not believe that parishioners in general supported such a large expenditure of their money on rebuilding the wall by the church, which was after all not the responsibility of parish council. It was therefore agreed to take that expenditure out of the 2026-27 budget and ask Will Topham for a quotation for making the wall safe. It was agreed also to raise the precept by the inflation rate of 4% and round the figure up to £ 19,200 from the £18,450 this year. The clerk will prepare an application for a National Lottery grant of £15,000 to assist with the £18,000 cost of improvements to the play area to be presented to the January 2026 parish council meeting.

9. **Neighbourhood Development Plan.**

To receive an update on the NDP examination and referendum.

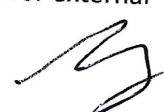
The clerk advised that Herefordshire Council had noticed that the NDP did not include a Nutrient Neutrality Policy. The wording for this policy had been provided by Ward Councillor Durkin but HC required additional text to go with it. The clerk had found what he thought would be suitable and would send it to HC for approval, which once given Cllr Mair will incorporate the wording which should then mean that the NDP can be sent for external examination.

10. **Footpaths.**

To receive a report from the footpaths officer.

Cllr Hawkins had nothing to report other than a broken stile near Canwood Gallery which he would report to Herefordshire Council. Cllr Mair asked about the wooden gate on footpath 10A that was swinging open which had been mentioned at a previous meeting when it was said that John Smart who led the walkers are welcome scheme had a possible solution. Cllr Hawkins said he would investigate.

11. **To consider the refurbishment of the village hall changing rooms and toilet and to re-**

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instate a payment to the village hall to maintain them.

Cllr Hawkins proposed that Parish Council allows the Parish Hall Committee to maintain the whole of the village hall building including the changing rooms and outside toilet. This proposal was seconded by Cllr Mair and all voted in favour. Cllr Hawkins then proposed that a yearly payment of £ 300 be re-instated to assist with the maintenance cost of the changing rooms and toilet. This was seconded by Cllr Mair and all voted in favour.

12. **To consider applying to the Big Apple Association for a £250 grant to support a parish project.**

Cllr Hawkins said that the refurbishment of the toilet involved installing a new panel where the wall had been damaged following a leak, and the maintenance person had estimated a cost of around £350 to install it, so it was agreed that the clerk will apply to the Big Apple Association for a grant of £ 250 to provide most of the funding.

13. **Broadmoor Common**

To approve 3 days winter tree work for Dave Smith and his employment to re-site the deer coupe with the agreement of Clive Boulton-Brooks.

The clerk advised that he had been in contact with Dave Smith who is happy to work for parish council provided written instructions are given. The clerk said he will meet Dave to agree a programme of tree work and arrange a meeting with Clive Boulton-Brooks with other councillors and potentially Richie Alford of FiPL to agree on the re-siting of the deer coupe, and councillors agreed that this was approved and could go ahead.

14. **To consider further work on the wall at the Church.**

See agenda item 8c.

15. **Date, time and venue of next meeting and items for the next agenda.**

The next meeting will be held on Tuesday 27th January 2026 7pm at Woolhope Village Hall.
The potential use of wood chippings to keep weeds down at the Coronation Garden will be discussed at the next meeting.

Clerk - Nick Richmond
3rd December 2025

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