

# Woolhope Parish Council

## Minutes of the meeting of Woolhope Parish Council Held on Tuesday 30<sup>th</sup> June 2026 7.00pm at Woolhope Village Hall

Present: Cllr. M. Slocombe – Chairman  
Cllr. M. Windham  
Cllr. S. Crozier  
Cllr. C. Tobey  
Cllr. R. Rolt  
Cllr. L. Mair

In attendance: Nick Richmond-Clerk and Ward Councillor Barry Durkin.

1. **To receive apologies, declarations of interest and requests for dispensation.**  
Apologies were received from Cllrs Hawkins and May. No written requests for dispensation were received and no declarations of interest made.
2. **Ward Councillors Report.**  
**To receive the report and consider any issues arising.**  
The report had been circulated. Cllr Durkin reported that since the transfer of public realm maintenance from Balfour Beatty to M Group potholes that had been reported had been dealt with in a couple of days. Cllr Slocombe asked if there had been any response from Herefordshire Council regarding Pentoloe Brook. Cllr Durkin said that he has asked those responsible within HC what further correspondence had been received and was told there was none. The clerk advised that he had e-mailed councils comments following the last meeting and would send again copying Cllr Durkin. The clerk will also copy in Cllr Durkin on the latest NDP correspondence as Parish Council awaits news of the decision of the internal cost board to confirm that the NDP can proceed to external examination.
3. **Public participation session: (3) minute limit per person (15minutes maximum).**  
No members of the public were present.
4. **Meetings:**  
**To consider the Minutes of the Parish Council Meeting held on 2nd June 2026.**  
The minutes of the Annual Meeting of the Parish Council held on 2<sup>nd</sup> June were agreed as a true record of the meeting and were signed by the Chairman.
5. **Planning Matters**
  - a) **To consider new applications received since the last meeting now due for consideration:**  
**P261311 Alfords Mill** - Surfacing existing field access with crushed stone to create a short section of track 40m x 3m.  
Cllr Windham said that the application was confusing but having spoken to the applicant the track is required where the track floods and makes access to the field difficult.  
Council voted to support the application.
  - b) **To note decisions made:**  
P260323 Woodlands Manor - Conversion of outbuilding to ancillary accommodation.  
Approved with conditions noted.
6. **Financial Matters**
  - a) The following payments were authorised:  
£ 585.93 Clerk salary June 2026.



£ 146.40 Clerk tax June 2026.  
£ 47.30 Employers National Insurance June 2026.  
£ 39.16 Clerk expenses.  
£ 2,642.88 Built by Bison – invoice for gates under Herefordshire Council Grant.  
£ 100.00 J D Accounting – Internal Audit  
£ 616.44 Terry Griffiths Contracts – Lengthsman maintenance da

**7. Neighbourhood Development Plan.**

**To receive any update on the Herefordshire Council Reg16 consultation.**

The clerk will e-mail Louise Kirkup of Kirkwells asking her if she now has time to work on an addendum to the Basic Conditions Statement, and Cllr Rolt will send her some suggestions of what could be included.

**8. Footpaths.**

**To consider any new footpaths issues and note the draft PFO job description.**

Cllr Hawkins had advised the clerk that he has no new footpaths issues to report.

**9. Lengthsman**

**To receive an update.**

The clerk advised that Terry Griffiths would have the new signs soon and was working on a date to install them. Cllr Slocombe asked that the maintenance day worksheets provided with the lengthsman invoices should have 'Whst 3 Words' locations for the works carried out to make it easier to check work carried out.

**10. Broadmoor Common.**

**10.1 To agree the membership of the Broadmoor Common Working Group and to consider opening the group to interested parties.**

Cllr Crozier said he was aware of a professional who might assist council and would contact the individual. Cllr Slocombe suggested that Cllr Crozier approach interested parties and write a proposal for how we can plan future work and fundraising. Cllr Windham said that the input of Suzanne Noble who was part of the steering group was important and that the management plan was nearing its end date and would need renewing.

**10.2 To consider the planting of trees in the deer coup installed last winter.**

The clerk will ask Dave Smith who installed the coup for his suggestions and costings for planting in the coup.

**11. Correspondence**

**To consider correspondence received.**

The clerk will also ask Dave Smith for pricing for a local oak with protective fencing and his view if this is a good idea given the comment made by Cllr Windham that oaks were suffering due to climate change.

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

It was agreed that the next meeting would be held on Tuesday 4<sup>th</sup> August 7pm at Woolhope Village Hall.

**Clerk - Nick Richmond**

**21<sup>st</sup> July 2026**



D. Chair