WELSH NEWTON LLANROTHAL
GROUP PARISH COUNCIL

Parish Councillors are summoned to an Ordinary Meeting of the Welsh Newton & Llanrothal Group Parish Council at Welsh Newton Village Hall on Thursday 12th February 2026 at 7.30pm

The Public and Press are cordially invited to attend.
This meeting may be recorded under Standing Order 3l.

Agenda

1. **To receive apologies for absence**
2. **To receive declarations of interest and written applications for dispensation from Councillors on agenda items**
3. **To consider the co-option of applicants to fill current vacancies and receive any declarations of interest**
4. **To agree and sign the minutes of the Group Parish Council meetings held on 9th October 2025 and the 13th November 2025**
5. **Public Question Time**

   Designated maximum period of 15 minutes to accommodate members of the public who may wish to either raise relevant issues or ask the Parish Council questions
6. **Reports**

   6.1. To receive the Ward Councillor's report
7. **Planning**

7.1. To comment on Planning Applications for Determination by Herefordshire Council:

7.1.1. **Planning Consultation - 253478** - Commongate Cottage, St Wolstons Road, Welsh Newton Common, Herefordshire, NP25 5RT
Application Type: Planning Permission
Description: Installation of 1no. shepherd hut for overnight guest use, gravel patio, footpath, extension of parking & turning area, secure bicycle storage within existing barn and use of existing recycling/refuse point. Landscaping of the site, planting of native species trees, hedgerow, shrubbery, and meadow grass with wildflowers throughout the site

7.2. To note the comments submitted between meetings to meet planning deadlines:

7.2.1. Planning Consultation - 253216 - Steepways, From St Wolstons Road to Nythfa Property, Welsh Newton, Herefordshire, NP25 5RT
Application Type: Planning Permission
Description: Alterations to approved entrance to allow perpendicular access.

7.3. To consider the December 2025 update on the NPPF (National Planning Policy Framework) and the related consultation and NDP (Neighbourhood Development Plan) next steps

8. Footpaths, Lengthsman, Local Drainage Fund Works and Highways

8.1. To consider any work carried out by the lengthsman and to be carried out
8.2. To consider an update on Public Rights of Way (PRoW)
8.3. To consider any highway issues to be reported to Balfour Beatty; and to consider any roads within the parish to be reported to Herefordshire Council for consideration as part of their ongoing highways improvement programme
8.4. To consider an update on grant applications for Lengthsman, Drainage and PRoW and to approve and sign the variation to the lengthsman contract with Herefordshire Council.

9. Notice Boards

9.1. To note the breakdown of the Welsh Newton noticeboard during the December storms and to consider options for replacement.
9.2. To agree next steps for Llanrothal notices/noticeboard.

10. Finance

10.1. To receive and consider the finance report including quarterly budget monitoring; the bank reconciliation; current balances; any transfer of funds required; any change to bank signatories/mandate; any budget virements needed.

10.2. To consider payments to be made by the council:

10.2.1. Terry Griffiths Contracts – Inv. TGC3667 – Installation of two slow down signs on metal posts as instructed on U71218 at Lower Skenchill and Llanrothal areas – January 2026 – £168.00 (incl. £28.00 VAT)
10.2.2. Terry Griffiths Contracts – Inv. TGC3668 – Local Drainage Grant project 006 on U71218 Llanrothal Parish – January 2026 – £2,160.00 (incl. £360.00 VAT)
10.2.3. Terry Griffiths Contracts – Inv. TGC3672 – Llanrothal Parish Routine Maintenance Day – January 2026 – £587.16 (incl. £97.86 VAT)
10.2.4. Parish Online – Inv. 00GA221-0006 – Parish online – Mapping Software (annual subscription) – £48.00 (incl. £8.00 VAT)
10.2.5. Clerk's salary according to agreed contract for February 2026
10.2.6. HMRC – PAYE for clerk's salary for February 2026
10.2.7. Clerk's expenses for purchase of poppy wreath for Remembrance Sunday 2025 - £19.99

10.3. To note payments made between meetings:

10.3.1. Terry Griffiths Contracts – Inv. TGC3571 – Welsh Newton Parish Routine Maintenance Day – November 2025 – £587.16 (incl. £97.86 VAT)
10.3.2. Terry Griffiths Contracts – Inv. TGC3648 – Welsh Newton Parish Routine Maintenance Day – December 2025 – £587.16 (incl. £97.86 VAT)
10.3.3. Autela Payroll Services Ltd – Inv. 16488 – Payroll processing for August 2025 to November 2025 – £84.00 (incl. £14.00 VAT)
10.3.4. Herefordshire Association of Local Councils (HALC) – Inv. H3124 – Domain name and Hosting May 2025 to July 2025 – £78.75 (Incl. £11.25 VAT)
10.3.5. Welsh Newton Village Hall meeting hall hire for 2026 (excludes August and December 2026) £300.00 (no VAT)
10.3.6. Information Commissioners Office (ICO) – Annual Registration Fee – £47.00
10.3.7. Clerk's salary according to agreed contract for December 2025
10.3.8. HMRC – PAYE for clerk's salary for December 2025
10.3.9. Clerk's salary according to agreed contract for January 2026
10.3.10. HMRC – PAYE for clerk's salary for January 2026
10.3.11. Lloyds Bank – Service Charges for November 2025 – £4.25 (0% VAT)
10.3.12. Lloyds Bank – Service Charges for December 2025 – £4.25 (0% VAT)
10.3.13. Lloyds Bank – Service Charges for January 2026 – £4.25 (0% VAT)

10.4. To NOTE monies received:

10.4.1. Lloyds Bank – interest on reserve account – December 2025 – £8.13
10.4.2. Lloyds Bank – interest on reserve account – January 2026 – £8.70

10.5. Draft Budget 2026/27

10.5.1. To consider the draft budget for 2026/27
10.5.2. To consider setting the precept for 2026/27

10.6. To consider putting contracts out for tender for approval at the April 2026 meeting.

11. To consider correspondence between meetings and to receive an update on other items from the clerk

12. To consider items for communication via website, social media, newsletter and face-to-face

13. To consider items for the next meeting – No discussion

14. Date of next meeting – Thursday 12th March 2026 at Welsh Newton Village Hall.

Andrée Mitchell

Date: 8th February 2026
Parish Clerk – Welsh Newton & Llanrothal Group Parish Council