

**Parish Councillors are summoned to an Ordinary Meeting of the Welsh Newton & Llanrothal Group Parish Council at Welsh Newton Village Hall on Thursday 16th April 2026 at 7.30pm**

The Public and Press are cordially invited to attend.  
*This meeting may be recorded under Standing Order 31.*

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## **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 agree and sign the minutes of the Ordinary Meeting of the Group Parish Council held on 12th March 2026.
4. **Public Question Time**
  - 4.1. Designated period of 15 minutes for members of the public to raise relevant issues or ask the Parish Council questions.
  - 4.2. Ward Councillor's report.
5. To receive the Clerk's report on the Llanrothal casual vacancies: update on advertisement and next steps; and to note the HALC training schedule April-June 2026 and consider bookings including chair training.
6. **Planning**
  - 6.1. To comment on Planning Applications for Determination by Herefordshire Council. None received.
  - 6.2. To consider an update on recent planning applications.
  - 6.3. To receive a Clerk's report on access across Welsh Newton Common (CL54) in connection with planning permissions P253216/F and related applications, including the s38 Commons Act 2006 position; and to consider next steps.
  - 6.4. To note the Government consultation on Planning Committee Reform and the National Scheme of Delegation of Planning Functions (consultation closes 23 April 2026) and to consider whether the council wishes to submit a response.
  - 6.5. To receive an update on discussions with Herefordshire Council regarding the review of the parish Neighbourhood Development Plan; and to consider next steps.
7. **Welsh Newton Common**
  - 7.1. To receive a Clerk's report on the proposed replacement of a National Grid electricity pole on Welsh Newton Common and to consider next steps.
  - 7.2. To receive a Clerk's report on BT Openreach works on U71222 (Welsh Newton Common access road) on 18 March 2026, including streetworks compliance concerns and outstanding completion works; and to consider next steps.
  - 7.3. To consider traffic management on the access road to Welsh Newton Common, including the installation of slow down signs and any request to Herefordshire Council regarding a speed limit review.
8. **Footpaths, Lengthsman, Local Drainage Fund and Highways**
  - 8.1. To consider and approve an amended procurement pack for lengthsman services for Welsh Newton & Llanrothal Group Parish Council 2026/27, and to authorise re-advertisement; to agree the closing date and award timeline.

- 8.2. To consider an update on Public Rights of Way (PRoW), including: kissing gate materials held at contractor's premises; broken stile reported; joint path walk with HC PRoW officer; electric fencing on footpaths.
- 8.3. To consider any highway issues to be reported.
- 8.4. To note grant claims submitted ahead of the 10 April 2026 deadline (lengthsman, drainage ditching and drainage minor projects) and to receive a Clerk's report on submission, including any concerns regarding delivery confirmation; and to consider next steps.
- 8.5. To consider grant applications for 2026/27: drainage grant applications (deadline 17 May 2026); PRoW grant applications including kissing gate installation and footpath structure repairs (deadline 30 September 2026).

## **9. Annual Parish Meetings and Community Engagement**

- 9.1. To agree the date and format of the Annual Parish Meetings for Welsh Newton and Llanrothal (May 2026).
- 9.2. To consider community engagement plans for the parish.

## **10. Finance**

- 10.1. To receive and consider the finance report including the bank reconciliation, current balances, year-end position 2025/26, quarterly budget monitoring, and note of correction to the March 2026 bank reconciliation.
- 10.2. To consider payments to be made by the council:
  - 10.2.1. Terry Griffiths Contracts – Routine Maintenance, Welsh Newton Parish, March 2026, Invoice TGC3773 – £587.16 (incl. £97.86 VAT)
  - 10.2.2. Terry Griffiths Contracts – Local Drainage Grant, Welsh Newton Parish, WNLPC 25/26 008, The Quab Area: clear silt and debris from ditch and drainage features, Invoice TGC3776 – £960.00 (incl. £160.00 VAT)
  - 10.2.3. Terry Griffiths Contracts – Local Drainage Grant, Welsh Newton Parish, WNLPC 25/26 007, Newton Lodge Pitch Area: clear grips, reform leads and harden grip bases, Invoice TGC3777 – £2,160.00 (incl. £360.00 VAT)
  - 10.2.4. Autela Payroll Services Limited – payroll processing December 2025 to March 2026 and HMRC end-of-year submission, Invoice 16974 – £102.00 (incl. £17.00 VAT)
  - 10.2.5. Open Spaces Society – annual membership renewal 2026/27, membership no. 78989 – £45.00
  - 10.2.6. Clerk's salary according to agreed contract for March 2026
  - 10.2.7. HMRC – PAYE for clerk's salary for March 2026
  - 10.2.8. Clerk's mileage and expenses
- 10.3. To note payments made between meetings:
  - 10.3.1. Lloyds Bank – Service Charges for March 2026 – £4.25 (0% VAT)
- 10.4. To NOTE monies received:
  - 10.4.1. Lloyds Bank – interest on reserve account – March 2026 – £6.55
  - 10.4.2. Lloyds Bank – interest on reserve account – April 2026 – £4.93
11. To consider correspondence between meetings – not already covered.
12. To consider items for the next meeting (Annual Meeting of the Parish Council, 14 May 2026): election of Chair; election of Vice Chair; co-option to Llanrothal vacancies; lengthsman contract award. No discussion.
13. Date of next meeting – Annual Meeting of the Parish Council, Thursday 14th May 2026 at Welsh Newton Village Hall.

*Andrée Mitchell*

Date: 12th April 2026

Parish Clerk – Welsh Newton & Llanrothal Group Parish Council