

MINUTES OF THE ORDINARY MEETING | 17th September 2025

Present: Cllrs J Hull (Chair), Cllr E Morfett, Cllr J Morris and Cllr L Morawiecka

Others in attendance: L Law, Clerk and J Wade, Footpaths Officer. There were three members of the public in attendance.

25.54 Apologies for absence.

To receive apologies for absence. Apologies for absence were received from Cllr Lewis, holiday and Ward Cllr Taylor, personal circumstances. **Noted.**

Cllr Hull reported to the Council that Tracey Prosser had resigned from the Parish Council due to personal circumstances. Cllr Hull wanted to formally thank Tracey Prosser for her contribution to the Parish Council and to wish her well in the future.

25.55 Declarations of interest and written requests for dispensation.

Members are invited to declare disclosable pecuniary interests (DPI) and any other registerable interests in items on the agenda. Requests for dispensation must be in writing to the Clerk as soon as possible before the meeting. No declarations of interest or written requests for dispensation were received by the Clerk.

25.56 To approve the minutes of the Council. To confirm as a correct record and sign the minutes of the meeting held on the 16th July, 2025. The minutes of the meeting held on July 16, 2025, were approved as a correct record, and a copy was signed by the Chairman.

25.57 Ward Councillor Report. To receive a ward councillor report, if available. No report available due to the absence of Cllr Taylor. **Noted.**

25.58 Hydrology Report for Breinton Parish. For members to receive an update on a Hydrology report and consider any actions. Cllr Taylor. There was no report available due to the absence of Cllr Taylor. Members discussed the significance of a Hydrology Report for the parish, particularly for planning applications. Little Breinton's current application (250728/F) was cited as an example, as it lacks a flood risk assessment. Submitting a Parish Hydrology Report in such cases could highlight potential flooding concerns. Clerk reported that Cllr Taylor had replied that Stretton Sugwas had a main focus on speeding

in their parish and Credenhill Parish had not responded to Cllr Taylor's enquiries. It was **resolved** that we ask Cllr Taylor for an update on any interested parishes at a future meeting to further progress the Hydrology Report.

25.59 Biodiversity Action Plan. For members to consider the adoption of a Biodiversity Action Plan for Breinton Parish. Cllr Morfett. Members discussed the Biodiversity Action Plan. Most of the data needed can be obtained from the National Botanical Database, and the National Database, FOC. There will be charges for data from County Records and some data is not to be published. If the parish uses the services of an ecologist then they will be able to advise which database to use and how to publish findings.

It was **resolved**:

1. To adopt the Biodiversity Action Plan as a working document.
2. To publish the Biodiversity Action Plan and associated documents on the Parish Website.
3. To set up a BAP Working Group so that other stakeholders may join and add to the plan, the Chairman of the BAP Working Group would be Cllr Morfett and to report back to the Parish Council.
4. To advertise on Teamtalk for volunteers.

25.60 Planning. For members to consider the following planning application to be decided by Herefordshire Council.

- a) [P252354](#) 353 Kings Acre Road, Hereford HR4 0SL.
T1: Common Lime (Large) - reduce the overall crown down leaving at approx 15m from ground level to leave as a pollard and reduce the branch growing towards the house back to the main stem. In order to reduce size and also avoid the current damages/dents to cars, from falling branches. Fungal brackets also present see pictures. T2: Apple (dead) - fell to as near ground level as possible. **Comments by 17th September. Valid.** It was **approved** that the Parish Council would object to the TPO using the comments drafted by Cllr Morfitt and forwarded to members for consideration.

25.61 Parish Charter. To consider signing the Parish Charter between the Parish and Town Councils and Herefordshire Council. Members considered the Parish Charter and it was **resolved** that Breinton Parish Council would not currently sign the Charter for the following reasons: that under Appendix 1: Service Standards and Communication Timescales, that 21 working days is not

sufficient for Parish Councils to respond, who may only meet once a month, especially when those Councillors are volunteers and are not in a paid position. Also the charging for data at County records should be free of charge to Parish Councils for council business, especially when the Parish Councils contribute to the County Records.

25.62 Localities. To receive an update from the Locality Steward and consider any actions needed. Our new localities steward has been confirmed as Phil Pankhurst. Clerk to contact new localities steward so that he can send reports to the clerk. Cllr Morawiecka asked for an update on the signage for the weight restriction on U73023 after the Parish site meeting with members of the Traffic Management, TM, from Herefordshire Council. Also an update on the partial drainage works carried out on C1189 by Warham Cottages in June. Clerk to ask for updates. **Noted.**

25.63 Parish Footpath Officer. To receive a report from the Footpaths Officer and consider any actions. We have received confirmation from Herefordshire Council that our grant application of £405.00 for work on the PROW network in Breinton parish has been successful.

1.Hedge trimming at Kings Acre by the landowners had been postponed until the beginning of September due to nesting, but it appears that trimming has now started. The bridleway bordering Breinton, in Stretton Sugwas SS11, has a damaged stile. Cllr Hull commented that this had been previously reported to the clerk at Stretton Sugwas Parish Council for them to action.

2.Dead tree adjacent to woodland near power lines. Cllr Hull will contact the landowner and National Grid.

3.Low hanging branches on the Drover's footpath BT4. This has been approved as one of the items in the PROW grant. Clerk to inform Lengthsman that works can be carried out. **Noted.**

One member of the public left the meeting at 20.27pm

25.64 Lengthsman. To receive a report and consider any actions. The Clerk attended the Drainage Grant Scheme workshop via Teams on 11th September. Have received confirmation that strimming on the BT3 BT9 and BT2A has been carried out by the Lengthsman. A member of the public inquired about a silted

ditch near Pidgeon Barns and whether it could be cleared before the winter season. The clerk is to enquire with the Lengthsman about this. Empty properties in Breinton parish, Green Lane, were identified as being vacant for an extended period. The Clerk to notify the housing officer at Herefordshire Council. **Noted.**

25.65 Village Hall Committee. To receive a report and consider any actions. Cllr Lewis sent the following update. The Village Hall Committee last met on 18th August where it was reported that bookings for the hall are steady. A calendar has been produced and is now on sale for £8.00. Works on the village hall are to be carried out shortly. **Noted.**

25.66 Finance.

1. For members to consider the payment of the following:

Clerk's Salary August, £665.52,

Breinton Village Hall, 488, £18.00

Panel Warehouse, INV22679, £3,669.94

Invoices will be available for scrutiny at the meeting by members.

Members considered the invoices and they were **approved** for payment.

2. For members to note the receipt of the following payments:

£400.00 from Herefordshire Council for drainage grant 2024-25. **Noted.**

3. For members to note the following payments made between

meetings: Direct Debit payments: Ionos £27.00, FMS Hereford £90.84, ICO Z9102982 £47.00 bank charges £8.50 Other payments: Clerk salary July £673.92, HMRC PAYE £317.82. The payments made between meetings were **noted** by members.

4. Bank Reconciliation. Members to approve the Bank Reconciliation dated 11th September 2025. Members **approved** the bank reconciliation dated 11th September 2025.

5. Direct Debit. For members to consider the payment of PAYE to HMRC by Direct Debit. Members **approved** the payment of PAYE to HMRC by Direct Debit.

6. Grant Request. For members to consider a grant request from St Michael's Church, Breinton, for £1,000.00 contribution to the production of Teamtalk, the local parish magazine. Members considered the grant request which included a request for £500 towards churchyard maintenance and £500 towards Teamtalk. Councillors agreed that a

donation could not be made to the church as this prohibited by The Local Government Act 1894. It was agreed that a £1000 donation towards Teamtalk magazine would be of benefit to the community. It was **resolved** to make a £1000 donation to Teamtalk magazine and no donation would be made to the maintenance of the churchyard.

7. Internal Auditor 2025-26. To consider the appointment of R Mullett as the Internal Auditor for the financial year 2025-26. Members considered and **approved** the re-appointment of R Mullett as the Internal Auditor for the financial year 2025-26.

8. Local Government Services Pay Agreement. For members to note that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales 2025/26. In accordance with contractual obligations, the new pay scales for the clerk will be implemented in the October 2025 payroll and will be retrospectively applied from 1st April 2025. **Noted.**

Two members of the public left the meeting at 20.40pm

25.67 Local Policing Community Charter Priorities October- December 2025.

For members to consider policing priorities for October- December 2025. Previously 1. General Thefts 2. Anti-social behaviour at Breinton Springs (car park) 3. Speeding on Kings Acre Road from the Credenhill junction. After discussion it was **approved** to keep the policing priorities unchanged.

25.68 To consider items for the next agenda. Bench plaque, draft budget 2026-27,

Meeting Ended at 20.55pm

Signed:

Dated:

