

Minutes of Annual Parish and Annual Statutory Allensmore Parish Council Meetings held on 21st May 2026 from 7.30pm at Allensmore Village Hall

Part One Annual Parish Meeting (open session)

In attendance: Cllrs S Williams C Watkinson, J Cox and T Cramp (re-elected as Chair) and Mrs A Wright, (Clerk) plus three members of the public

Cllr T Cramp, in the chair, welcomed everyone to the meeting.

1. Annual Parish Meeting - Open Session with parishioners

There were three residents from the parish present for the Annual Parish Meeting.

A resident explained about some issues with planning consultation 260977. There was to be a gate and construction erected that was likely to fill the view point from the resident's own property. The parish council had contributed their comments to the planning consultation.

There were potholes advised on the C1222 at the corner and to The Beeches and beyond. Road issues, potholes were advised between Apple Tree Cottage and the Tything Barn and The Beeches.

Birch Hill, past Mawfield Farm, the whole road was breaking apart.

A thank you was recorded to the Lengthsman for clearing drains and carrying out local works which had seen benefit to drainage matters.

The Annual Parish Meeting closed at 7.45 pm.

Part Two Annual Meeting of the Parish Council

1. Election of Chair and acceptance of office

Cllr Watkinson took the chair for the election of the Chair

Cllr Tony Cramp was nominated as Chair of the parish council by Cllr Steve Williams and seconded by Cllr Charles Watkinson. There were no other nominations. Cllr Cramp was duly elected as Chair and he signed his acceptance of office form.

Cllr Cramp took the chair for the remainder of the meeting.

2. Election of Vice-Chair

The office of Vice-Chair received one nomination and Cllr John Evans was proposed, in his absence, by Cllr C. Watkinson and seconded by Cllr T Cramp. Cllr John Evans had accepted the Office of Vice-Chair, if he were to be nominated, ahead of the meeting.

3. Election of Parish Council Officers (incl. Footpath Officer, Lengthsman Co-ordinator)

The Planning Sub Committee was confirmed as comprising all members. Lead Charles Cllr Watkinson

The Footpath Officer was confirmed as Cllr Steve Williams

The Finance Working Group was confirmed as all Cllrs. Lead Cllr Tony Cramp

The Lengthsman Co-ordinator would be Cllr Jeremy Lawrence

All positions would be confirmed by those not present at the meeting.

4. Apologies for absence

There were apologies for absence received from Cllrs S Grenar, J Evans and J Lawrence plus the Ward Cllr Richard Thomas.

5. To note Declarations of Interest

There were no declarations of interest recorded.

6. Brief Verbal Reports:

6.1 **Ward Councillor** - The Ward; Cllr Richard Thomas, had sent his apologies.

7. To approve minutes of the Meeting held on 19/03/26

Resolved: - The Minutes of the meeting, held on 19th March 2026, were approved by the Council and signed by the Chair

8. No item 8 on the Agenda for the meeting.

9. To receive any correspondence and Information Update

Herefordshire Council

Talk Community bulletins

Public Right of Way KS31

Public Right of Way Diversion Order for path KS31 which would be known as AN32 going forward. The parish council had previously consulted on the proposals and there were no further comments.

Balfour Beatty

The Locality Steward had circulated reports, when available.

West Mercia Police

Newsletter circulated when received.

10. Finance and Policies

(10.1) to approve list of payments (separate list)

Mrs A Wright - salary paid in accordance with contract	
Tax due on salary payment (Payable to HMRC only)	£142.60
Clear Insurance Management Ltd (PC Insurance)	£637.90
Information Commissioner (ICO)	£52.00
C. Bull (Internal Audit 2025 – 2026)	£40.00
Cobb's Tree & Estate Services (Lenghtsman)	£870.00

(10.2) **To note bank balance**

The bank balance was noted as £15099.83. £359.00 of this amount was ring-fenced to special parish projects.

(10.3) **To sign and approve the Exemption Certificate 2025 – 2026**

The Exemption Certificate 2025 – 2026 was approved and signed

(10.4) **To sign and approve Annual Governance Statement 2025 – 2026**

The Annual Governance Statement 2025 – 2026 was approved and signed

(10.5) **To sign and approve Accounting Statement 2025 - 2026**

The Accounting Statement 2025 – 2026 was approved and signed

(10.6) **Actions regarding any website changes – Assertion 10/IT Policy**

The website hosting specialist was present at the meeting. He explained how some adaption had been made to the website, to help with accessibility, and guidelines had been added. A thank you was recorded to the website co-ordinator for all of his trouble in making the changes. His contribution was much appreciated.

11. Planning

(11.1) **To review any planning matters**

There were no new planning consultations to review at the time of the meeting.

Cllr Watkinson had circulated an update, with the current position, concerning applications that had been reviewed and commented on, for information purposes. The planning of the sports rehabilitation/physio centre was still pending.

12. Drainage and related matters – update, actions and decisions

The application for grant funding for drainage works had been submitted. £9400.00 of work had been applied for.

A road closure fee, if required, had been included.

13. Lengthsman update/actions

Works were ongoing to instructed requirements.

14. Broadband update (if applicable)

There was a brief update. Broadband was likely to be able to be ordered "soon".

15. Items for next Agenda

All the usual items would be included for July. Hereford Histories Week was in progress with many events to enjoy. There would be a talk in the Allensmore Hall on 22/5/26 about the Pateshall Family from 7.00 pm.

16. Date of next meeting

The next Ordinary Meeting of the Parish Council was confirmed as 16th July 2026

The Meeting closed at 8.19 pm

Allensmore Parish Council Meeting

21st May 2026

Signedas a true record by Councillor Tony Cramp (Chairman)

Dated: - 16th July 2026

For information about what's going on, local groups and businesses, the Church, some local history and the Parish Council, including minutes of past meetings and dates for future meetings, visit the Allensmore website.

www.allensmore.org.uk