

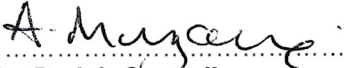
ORLETON PARISH COUNCIL

**Councillors are summoned to attend the next meeting of the Parish Council
on Thursday, 19th June 2025 at 6.00pm
in Orleton Village Hall**

****Members of the public & press are very welcome to attend****

AGENDA

1. To consider apologies for absence.
2. To receive Declarations of Interest and written requests for Dispensation for this meeting.
3. **Open Discussion:**
 - 3.1. To receive views of residents on parish matters – 15 minutes
4. To consider Minutes of the last meeting on 15th May 2025 for approval.
5. **Compliance**
 - 5.1. **Councillor Appointments:** To elect/affirm appointees to the following councillor roles:
 - 5.1.1. Village Hall representative
 - 5.1.2. Recreation Association representative
 - 5.1.3. Planning liaison
 - 5.2. **Power Tools Policy:** To consider a proposal to introduce a policy for the use of power tools by councillors, volunteers or appointees, acting with the authority of the parish council.
 - 5.3. **Footpath Officer:** To consider the appointment of a Parish Footpaths Officer.
 - 5.4. **Lengthsman:** To consider formally extending the contract with existing parish Lengthsman (Yatton Farm Services) until 31.03.2026.
6. **Finance & Accounting**
 - 6.1. **Annual Governance & Accountability Return 2024/25:** to take the following pre-requisite steps prior to making the external auditor submission by 1st July 2025:
 - 6.1.1. **Internal Audit 2024/25:** to note any recommendations from the internal auditor following the recent audit.
 - 6.1.2. To consider and agree responses to Section 1: AGAR Governance Statement
 - 6.1.3. To review and approved Section 2: Accounting Statements
 - 6.1.4. To acknowledge dates set by the RFO for the exercise of public rights period.
 - 6.2. **Bank Reconciliation:** to review the April and May 2025 reconciliation reports for approval and publication on the website.
 - 6.3. **PC Mobile Phone Contract:** To consider a proposal for the Clerk to take out a mobile phone basic contract est. £7.00 per month (Vodafone).
 - 6.4. **PC Charge Card:** To consider approval for the Clerk to apply for a MultiPay Charge Card (Lloyds Bank partnered with Unity Trust Bank) at a cost of £3.00 per month.

Signed: 
Clerk to the Parish Council

Date: 14 - 06 - 2025

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7. Planning

7.1. To consider the following applications:

- 7.1.1. **P251396/K – Works to Trees in a Conservation Area – Church House Farm, Orleton SY8 4HN:** T1 - Lawson Cypress - fell to ground level. T2 - Lawson Cypress - reduce by approx. 20% to below cable. **Deadline: 20.06.2025**
- 7.1.2. **P251571/ PA1– Home Notification - Prior Approval – 27 Captain’s Meadow, Orleton SY8 4DW:** Proposed extension and alterations. The extension will extend beyond the rear wall of the dwellinghouse by 6.5m. The maximum height of the extension is 3.7m and the height at the eaves of the extension is 2.3m. **Deadline: 30.06.2025**

8. Highways

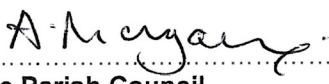
- 8.1. **HC Drainage & PROW Grant Funding 2025/26:** To consider recent communications from Herefordshire Council (HC) and agree next steps relating to general drainage and PROW bids.
 - 8.1.1. To consider a proposal to submit a bid immediately to HC for minor drainage works grant funding to be used towards the cost of designing the flood alleviation scheme on the B4361 in the area of the Maidenhead pub.
- 8.2. **Street Banners/Bunting:** To consider use of the Lengthsman for this task.
- 8.3. **Obstructed Pavements:** To consider problems experienced by pedestrians due to overgrown trees and hedges parallel to roads in the village.
- 8.4. **Orleton Memorial Garden:** To consider a request for the PC to fund grass cutting of the wildflower meadow.
- 8.5. **Other Highways Matters:** to receive an update and agree next steps, if required (Cllr Bishop).

9. Environment

- 9.1. **Flooding & Land Drainage:** To receive an update and agree next steps, if any (Cllr Lane).

10. Community

- 10.1 **Defibrillators:** To consider purchasing a replacement battery pack for the unit at the Boot Inn at an est. cost of £245.00 (plus VAT).
- 10.2 **Dog Waste Collection:** To consider a request for an additional bin to be emptied by Leo Pest Control at Orleton Rise.
- 10.3 **Orleton Village Hall:** To receive an update and agree next steps, if any.
- 10.4 **Orleton Recreation Association:** To receive an update and agree next steps, if any.

Signed: 
Clerk to the Parish Council

Date: 14 - 06 - 2025

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11. **[Open Session]:** To receive a report from Ward Councillor, Dan Hurcomb.

12. **Payments Schedule:** *NB: all invoices listed have been examined, verified and certified by the Responsible Financial Officer (RFO):*

12.1 To **VERIFY** payments made since the last meeting under delegated powers or previously approved:

Ref: Payee	Description	Gross Payment (£)
12.1.1 M. Bradford	Expenses Feb-May 25	623.04
12.1.2 Clear Councils	Insurance 25/26 Renewal	944.90
12.1.3 Wigmore School	Sponsored Prize	50.00
12.1.4 Orleton School	Oracy Grant	500.00
12.1.5 Clerk – A Morgan	Expenses & set-up	129.15
12.1.6 Orleton Shop	Meeting Refreshments	48.31
12.1.7 Starboard Sys.	Scribe Accounts Set-up	358.80

12.2 To **NOTE** the following bank transfer, approved at the PC meeting on 17.04.2025:

Ref: From A/c	To A/c	Description	Gross Payment (£)
12.2.1 UTB Current A/c	UTB Savings A/c	Internal Transfer	10,000.00

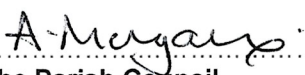
12.3 To consider the following payments for **APPROVAL**:

Ref: Payee	Description	Gross Payment (£)
12.3.1 Clerk - A Morgan	Expenses (May 25)	24.40
12.3.2 Clerk - A Morgan	Salary (June 2025)	As per staff contract
12.3.3 Clerk - A Morgan	Defib. Pads (Reimburse)	80.94
12.3.4 Clerk - A Morgan	Mobile Tel. (Reimburse)	25.99
12.3.5 Village Hall	Hall Hire (Sep-Nov 24)	112.50
12.3.6 Village Hall	Hall Hire (Jan-Mar 25)	112.50
12.3.7 Leo Pest Control	Dog Waste – SI-105434	85.20
12.3.8 M Bradford	Street Sign Expenses 12.05.25	20.26

Signed:

David Lane (Vice Chair)

Date: 19.06.2025

Signed: 
Clerk to the Parish Council

Date: 14 - 06 - 2025

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ORLETON PARISH COUNCIL

- 13. To note **Correspondence**
- 14. Matters for next Agenda – no discussion

Agenda items to the Clerk no later than Wednesday, 9th July 2025
(clerk@eardisleygroup-pc.gov.uk)

Next Meeting: Thursday, 17th July 2025, 6:00pm, Orleton Village Hall

Signed: A. Mayall
Clerk to the Parish Council

Date: 14 - 06 - 2025

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