



Councillors are summoned to attend the next meeting of Orleton Parish Council on Thursday, 16 July 2026 at 6:00pm in Orleton Village Hall.

****Press & Public are cordially invited to attend****

1. To consider apologies for absence.
2. To receive declarations of interest and written requests for dispensations for this meeting.
3. To consider the minutes of the last meeting on 18 June 2026 for approval:
4. **Open session (limited to 15 minutes)**
 - 4.1. To receive views from residents on parish matters.
 - 4.2. To receive a brief verbal report from Ward Councillor Dan Hurcomb.
5. **Finance & Accounting**
 - 5.1. Annual Governance & Accountability Return 2025/26:** to take the following pre-requisite steps prior to making the external auditor submission by 31 July 2026 (an extension has already been approved by the external auditor):
 - 5.2. Internal Audit 2025/26:** to note any recommendations from the internal auditor following the recent audit.
 - 5.2.1. To consider and agree responses to Section 1: AGAR Governance Statement
 - 5.2.2. To review and approve Section 2: Accounting Statements
 - 5.2.3. To acknowledge dates set by the RFO for the exercise of public rights period.
 - 5.3. Bank Reconciliation:** to review the June 2026 reconciliation report for approval and publication on the website.
 - 5.4. To approve the transfer of £5,000 from the Unity Trust savings account to top up the funds in the Unity Trust current account**
6. **Planning & Licensing**
 - 6.1. To note the decision of the Planning Officer on the following applications:
 - 6.1.1. **P261293/K - Mollys Cottage, The Hallets Orleton Ludlow Herefordshire SY8 4HJ.** Works to Trees in a Conservation Area. Works can proceed.
 - 6.2. To note applications which have been received by the Planning Office but for which they are not accepting comments:
 - 6.2.1. **P261823/PA7 - Land at Ashley Moor Farm Ashley Moor Orleton Ludlow Herefordshire SY8 4JJ.** Prior approval for creation of three seasonal ponds to mitigate flooding of the downstream fields. To include installation of a deflector log, high flow spillway/bank adjustment, and attenuation ponds.

6.3. To consider the following planning applications:

6.3.1. **P261968/K - Orchard End 3 Appleyard Close Orleton Ludlow Herefordshire SY8 4HB.** Works to trees in a conservation area.

6.4. To consider further applications, published since the last meeting, if any.

7. Highways

7.1. To receive additional requested information on shared SIDS with Luston and agree next steps, including whether to renew the support contract for these devices.

7.2. To receive an update and agree next steps, if any, on the activities carried out under the following grant schemes:

7.2.1. Lengthsman

7.2.2. Drainage

7.2.3. Public Rights of Way (PROW)

8. To consider a request from Severn Rivers Trust to submit a letter of support to accompany the organisation's bid for further natural flood management funding for the parish.

9. To consider a request from a parish volunteer ecology group to support its application for a Nature and Biodiversity Grant from Herefordshire Council

10. Training and Support

To consider the renewal of the Parish Council's membership of the Herefordshire Association of Local Councils (HALC) along with other options for training and support for the clerk and councillors.

10. Community Matters

To receive an update and agree next steps, if any, on the following:

10.1. Orleton Recreation Association

10.2. Land Drainage Volunteers

10.3. Orleton Village Hall

10.4. Defibrillators

11. Clerk's Update

To receive a brief report including updates on communication with the Monitoring Officer, the councillor vacancy, and the recently issued Tree Preservation Order.

12. Payments Schedule

11.1. To **VERIFY** the following payments made since the meeting on 16 June 2026 under delegated powers or previously approved:

Ref:	Payee:	Description:	Gross Payment (£)
12.1.1	Unity Trust	Service Charge	7.00
12.1.2	Scribe	Inv-19964	44.40
12.1.3	M Bradford	PPE for OFMV	509.48
12.1.4	Imperative Training	Inv- 1000329854 Defib pads x 2	162.00

12.2. To **NOTE** the following receipts received since the meeting on 21 May 2026:

Ref:	Payee:	Description:	Total Receipt (£)
12.2.1	Unity Trust	Credit Interest	200.53

12.3. To **NOTE** the following bank transfers made since the meeting on 21 May 2026:

Ref:	From A/c:	To A/c:	Description	Total Transfer (£)
NONE				

12.4. To consider the following payments for **APPROVAL**:

Ref:	Payee:	Description:	Gross Payment (£)
12.4.1	OVH Management Committee	Inv 12017, room hire x 4	150.00
12.4.2	Leo Pest Control	Waste Collection SI-111512	91.20
12.4.3	Domino Council Services	Internal audit of FY 25/26	250.00
12.4.4	Autella Payroll Services	Payroll services for Q1 of FY 26/27	87.97
12.4.5	Leo Pest Control	Waste Collection SI-111675	91.20
12.4.6	Clerk – S Perry	Salary July 2026	As per contract
12.4.7	Clerk – S Perry	Salary August 2026	As per contract

13. Matters for inclusion on the agenda for the meeting on Thursday, 17 September 2026 at 6pm, Orleton Village Hall (no discussion)

Agenda items to the Clerk no later than Friday, 4 September 2026
(clerk@orleton-pc.gov.uk)