

BURFORD PARISH COUNCIL

Clerk: Gaynor Long – clerk@burfordparishcouncil.gov.uk
3 Longmeadow, Burford, Tenbury Wells, Worcestershire, WR15 8DT

BURFORD PARISH COUNCIL

Minutes of the Meeting of Burford Parish Council held on Thursday 9 July 2026 at 7 pm at Burford Village Hall, Burford, Tenbury Wells, Worcestershire, WR15 8LA.

PRESENT: Cllrs. B. Thomas, C. Roberts, J. Yardley, L. Hickling, E. Allen and C. Griffith.

IN ATTENDANCE: Mrs. G. Long (Clerk)

91/26 APOLOGIES

No apologies.

92/26 DECLARATIONS OF INTEREST

The Council will receive disclosures of pecuniary and personal interests from Councillors on matters to be considered.

93/26 THE MEETING WAS SUSPENDED FOR PUBLIC SESSION

No members of the public were present.

94/26 MINUTES

To approve the Minutes of the meeting held on 14 May 2026.

Members considered the Minutes of the Parish Council held on 14 May 2026.

It was proposed by Cllr. Yardley and seconded by Cllr. Roberts and unanimously.

RESOLVED:

The Minutes of the meeting of Burford Parish Council held on 14 May 2026 were confirmed as a true and accurate account of the meeting. The Minutes were duly signed by the Chair as a true and correct record of the proceedings.

95/26 CHAIR'S ANNOUNCEMENTS

See Appendix A.

96/26 COUNCILLORS' ANNOUNCEMENTS

No announcements.

97/26 FINANCE.

Members received the bank reconciliation for the period ending 3 July 2026.

The account balances as at 3 July 2026 were confirmed as:

Current Account - £2,937.12

Deposit Account - £63,601.12

It was proposed by Cllr. Thomas, seconded Cllr. Roberts and unanimously:

RESOLVED:

To confirm and note that the Council's bank accounts had been appropriately reconciled to the period 3 July 2026.

To consider the list of payments as circulated – proposed by Cllr. Thomas, seconded by Cllr. Yardley, all agreed.

Payments List		3 July 2026	
Date	Recipient	Details	Amount £
12/05/2026	Burford Village Hall	Hall Hire	26.00
12/05/2026	National Grid	Replacement of Street Light	612.65
14/05/2026	RLT Auditing	Internal Audit 2025/26	175.91
15/05/2026	Valda	Street Lighting (DD)	199.87
19/05/2026	Prysmian Cables	Replacement of Street Light	558.20
28/05/2026	Zurich Insurance	Insurance	1,167.09
28/05/2026	G Long	Clerk Salary May	713.25
02/06/2026	G Long	Clerk Expenses	104.00
05/06/2026	Hugo Fox	Emails (DD)	20.99
08/06/2026	Hugo Fox	Website (DD)	11.99
12/06/2026	Valda	Street Lighting (DD)	194.49
22/06/2026	HMRC	Clerk PAYE/NIC	463.08
23/06/2026	Burford Village Hall	Hall Hire	26.00
25/06/2026	G Long	Clerk Salary June	686.72
25/06/2026	HMRC	Clerk PAYE/NIC	131.58
30/06/2026	MTM Contracting Ltd	Mowing, Hedge Cutting and	
		Repair to Fence	1,878.00
06/07/2026	Hugo Fox	Website (DD)	11.99
		Paid out	£ 6,981.81
		(urgent decisions)	

Income List		3 July 2026	
Payee		Details	Amount £
10/05/2026	TSB	Interest	56.46
15/05/2026	HMRC	VAT Refund	3,688.35
10/06/2026	TSB	Interest	85.94
15/05/2026	Lanes Group Ltd	Refund from Severn Trent	612.66
26/06/2026	Zurich Insurance	Refund for Three Year Contract	96.28
		Income	£ 4,539.69

RESOLVED:

To approve the schedule of payments.

c) Summary of Receipts and Payments to 3 July 2026

RESOLVED:

To note the receipts and payments summary to the period ended 3 July 2026.

98/26 PLANNING APPLICATIONS

Planning Application – 26/01739/FUL Burford Mill Farm, Burford WR15 8HH. Relocation of existing access to service Burford Farm and association works.

99/26 PROGRESS REPORT

- a) Fence – the fence alongside the village hall has been damaged and mended as a matter of urgency as it could be a health and safety hazard.
- b) Playground – three quotations were presented at the meeting for repainting the fence surrounding the playground. Cllr. Hickling proposed and Cllr. Allen seconded that the quotation from Jnr refurb Ltd be accepted as it carried a guarantee of a minimum of 10 years.

100/26 RESPONSIBLE AREAS

- a) Playground – nothing to report.
- b) Maintenance of trees and open areas – a wild flower area had been designated at the rear of Boraston Drive. Unfortunately the contractors had mowed this area, Clerk to instruct the contractors not to mow again during 2026. The spraying of herbicides not to be used in hedgerows.

101/26 PROPOSED NEW GROUND MAINTENANCE SITE

National Grid had informed the council that they planned to replace the existing pole mounted substation located in the car park of the village hall with a ground mounted substation in the corner of the field of Tenbury Sports Club. There were no objections from the councillors.

102/26 LOCAL PLAN SCOPING CONSULTATION

The Local Plan Scoping Consultation questionnaire was completed and agreed, the Clerk to submit to Shropshire Council. Please see website.

103/26 CLEANING OF TENBURY BRIDGE

Cllr. Thomas reported that initial discussions had taken place with Worcestershire Council re the shared cost of carrying out the cleaning of Tenbury Bridge. It was proposed that the cost, approximately £2,000 each, be split between Worcestershire Council and Burford Parish Council. Cllr. Roberts proposed the motion, Cllr. Griffiths seconded the motion and agreed unanimously.

104/26 MEETING WITH STUART ANDERSON, MP

It was confirmed that a meeting with Stuart Anderson, MP and the council is to take place on Friday, 10 July 2026.

105/26 SOLAR SPEED SIGNS

The Clerk reported that the police are to carry out speed checks in the 30 mph zone, the findings to be forwarded to Shropshire Council to prove that solar speed signs are necessary.

106/26 SWIFT PROJECT

Cllr. Hickling presented a letter, to be circulated to suitable properties in Burford, re the location of swift nestboxes and/or house martin nest cups. See Appendix B.

107/26 EMPTYING OF BINS

The Clerk reported that the bin in Boraston Lane will be emptied twice weekly.

108/26 HEALTH AND SAFETY POLICY 2026-27

A Health and Safety Policy 2026-27 was presented at the meeting and agreed, please see website.

109/26 COMPLAINTS PROCEDURE 2026-27

A Complaints Procedure 2026-27 was presented at the meeting and agreed, please see website.

110/26 TRAINING

The Clerk attended an AI zoom training course.

111/26 ANY OTHER BUSINESS

It was noted that a police surgery is to be held on 13 July 2026, any councillors available to attend the surgery.

112/26 REPORT ON URGENT DECISIONS SINCE LAST MEETING

See 96/26 a).

113/26 ITEMS FOR FUTURE AGENDA

The replacement of trees at the rear of Boraston Drive.

114/26 CONFIRM DATE OF NEXT MEETING

3 September 2026 at 7 pm.

115/26 CLOSURE OF MEETING

The meeting closed at 7.45 pm.

Signed: _____

Date: _____

Appendix A

Report from Bridget Thomas, Burford Parish Council Chair.

Councillor Thomas reported on questions put to David Mahaffey CEO of the ICB regarding Tenbury Hospital.

Question: "How will the changes within the ICB directly impact Tenbury, particularly in relation to the hospital and its future plans?"

The ICB advised that there will be no direct impact on Tenbury, or any other area, in terms of commissioned or provided services as a result of clustering with Coventry and Warwickshire. Services will continue to be commissioned in the same way as previously. However, there will be increased focus in the coming months on developing neighbourhood health plans and strengthening local leadership through place-based collaboratives.

Question: "Are there any plans to release information to the public regarding the future of the hospital over the coming years?"

The ICB stated that there are currently no plans to change commissioning arrangements for services at the hospital and, therefore, no specific updates to share at present. However, as neighbourhood health plans develop, there may be opportunities to make greater use of the hospital, which they are keen to explore.

There are no plans to reinstate the X-ray equipment due to lack of radiographers and not being feasible or economical to reintroduce the service.

Burford Parish Council

Dear Resident,

As part of its statutory duty to preserve and enhance biodiversity, Burford Parish Council is providing a limited number of Swift nestboxes and/or House Martin nest cups to be erected in suitable locations.

Swifts are remarkable birds. They spend almost their whole lives in the air. They eat, drink, sleep and mate on the wing. They come to Europe each summer and return to Africa at the end of July, a round trip of 15,000 miles.

They nest in the crevices of buildings, usually under the eaves or where there may be a small hole and a ledge big enough to raise their young on. Unfortunately lots of buildings are being renovated, repaired or insulated, so when Swifts arrive back from Africa they find their nesting places have gone.

Swifts have declined by 68% between 1995 and 2023 (Birds of Conservation Concern 5) and they are Red Listed as Critically Endangered. One of the main reasons for their decline is the loss of their nest sites. The second reason is the decline of the global insect populations, so providing insect friendly habitat such as ponds and wildflowers is important for the survival of these birds.

Your property has been identified as a possible site for a nestbox, so if you are interested in taking part in this project, would you please send your name, address and contact details to the Parish Clerk **by the end of August 2026**, after which a more detailed survey of your property will take place to identify the optimum location for the boxes or House Martin cups.

Thank you for taking the time to read this letter.

Gaynor Long, Clerk to Burford Parish Council

clerk@burfordparishcouncil.gov.uk