

RICHARDS CASTLE (HEREFORDSHIRE) PARISH COUNCIL
Councillors are summoned to attend a meeting of the Parish Council on
Wednesday 2nd September 7.30pm 2026 in the Village Hall

www.richardscastle-hereford-pc.gov.uk

MINUTES

Present: Martin Atkins (Chair), Chris Cadman (Vice-Chair), Peter Enzer, Jayne Bromhall, Sebastian Bowen.

Dan Hurcomb (Ward Councillor)

One member of the public was in attendance.

1.To receive apologies for absence – Clive Leworthy (Clerk)

Cllr Atkins would take the Mins in the Clerks absence.

2.DECLARATIONS OF INTEREST To receive declarations of interests for;

- a) Disclosable Pecuniary Interest
- b) Declaration of Conflicts of Interest
- c) Declarations of Personal Interest

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate. (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)

NONE

3.To approve the minutes of the previous meeting held on 21st July 2026

Proposed: M Atkins, Seconded C Cadman - APPROVED

4.To discuss any matters arising that are not included on the agenda

NONE

5.Open Discussion

Public Participation • Up to 15 minutes is set aside near the beginning of each meeting. • You may make a statement, suggestion, or ask a question. . • If several people speak on the same topic, the Chair may limit speakers.

- a. To receive a brief verbal report from the Ward Councillor
 - b. To receive views of local residents on parish matters (**see note above**)
- A** – **satisfactory progress on road repairs, primarily pot holes.**
- **attended RCPC(S) with Cllr Atkins regarding progress on 30mph zone, current County Highways proposal is incorrect steps taken to open dialogue between Shropshire and Herefordshire highways.**
 - **B4361, surface dressing – Herefordshire Highways have decided all such works will be undertaken next calendar year (2027/28). Pushing for early application of road markings as this is a safety issue .**

- pushing for visit from Highways Tree Officer in respect of trees marked by Shropshire as suffering 'Ash Die-Back' and currently preventing correct operation of the Speed Indicator adjacent to the bus stop.
- decision due on county boundary signs (design) ahead of getting one installed adjacent to Brook Crescent / Park Lane.
- new public realm contract with 'M Group' now in its third month and experienced teething problems, now happy quality of repairs has improved
- new Locality Steward (Matt Brookes) appointed
- new HCC Chief Executive (Paul Satoor) will be making a visit to each of the Wards in due course.
- reminder window for PRow Grant Scheme closes this month.

B - discussion combined with Section 7 Planning

6. Co-Option – To consider any Co-options

The Chair reported he had a suitable candidate for co-option with formalities to be completed at the next meeting.

Cllr Bromhall noted a further candidate has also been identified.

7.Planning: To comment on any applications for determination by Herefordshire Council:

- (a) APPLICATION NO & SITE ADDRESS: APPLICATION TYPE: DESCRIPTION: GRID REFERENCE: WEBSITE:** Planning Consultation - 262191 - Land at Upper House Cottage, Castle Road, Richards Castle, Herefordshire, Planning Permission Demolition of agricultural building and construction of two dwellings (retrospective). Amendment to previously accepted drainage system. OS 348833, 269982
www.herefordshire.gov.uk/searchplanningapplications

Open discussion to ascertain what information was available to councillors and which aspects could realistically be progressed.

1. Changes to the build are considered out with the PC remit (Note: the PC supported the original proposal but has not been involved in the subsequent changes or ongoing discussions with HCC Planning Department.
2. Changes to the drainage specification are of concern to the Council as no supporting information has been provided as to the adequacy of the proposal and / or how it is intended to maintain the treatment plant in future years.
 Responses provided by Severn Trent and Welsh Water do not assist in decision making. Ward Councillor will escalate to HCC Land Drainage Team, requesting a site visit and further guidance, to facilitate this a request will be submitted to defer the latest date for comment to the end of September – a meeting of the Parish Council to agree our formal response will take place on Tuesday 29th September at 7.00pm in the Village Hall.

8.Finance

- a. To Receive the finance and budget reports to date (attached)
- b. C.Leworthy Salary £478.64
 C.leworthy Expenses £15.40

HMRC PAYE £89.20
Employer NI £22.63
Hugofox £20.99
Hugofox £11.99

- c. To receive the Bank Balance £24,244.79 (20/08/26)
- d. To note the **Drainage Grant** awarded for 2026/27

Applied for;

RCD001 £2600

RCD002 £1850

Total Grant Approved £3048.64

Council will note there is a shortfall of £1442 on our original bid for works Quoted by DC Gardening so Council will need to consider how to proceed.

- 3.3% national increase In salary for the clerk was noted and will be backdated to 01.April 2026
- councillors noted the write-off of an Epson printer as beyond economic repair

Cllr Enzer proposed that the drainage work planned in the village was postponed pending an update from HALC (recommended caution when undertaking such works) and potentially making good the shortfall in Grant Funding - AGREED

9.Highways:

- a. To consider any lengthsman jobs that need undertaking – **All**

Cllr Enzer proposed cancelling the second weedkiller treatment as growth is minimal following the extreme heat – offers a saving of £200 - AGREED

- b. Tree pruning required over SID's to review costs -**Cllr Enzer**

Deferred pending the outcome of Ward Councillor site meeting with Highways Tree Officer.

- c. B4361 Verge Tidying – **Chair**

Meeting to be arranged between Ward Councillor, Chair and impacted residents prior to undertaking necessary works.

- d. Parking Issues Castle Road – Complaint received by Chair regarding residents parking – **Chair**

Not formerly progressed at this time, Ward Councillor highlighted this would be unenforceable, Councillors felt a personal approach to residents parking close to the blind bend would be preferable.

- e. Hedgerow Issues – Complaint received by Chair relating to overgrown hedges Goggin Area – **Chair**

Further investigation required

- f. B4361 Speed Limit Upcoming Consultation (Shared via RCPC Shrops) **All**

Refer Ward Councillor update

10. Footpaths:

- a. To consider any footpaths issues that need reporting
& receive any updates **Cllr Cadman /All**

Please note that the deadline for PROW Grants remains 30 September 2026, and works must be completed by the end of March 2027 and invoiced by 9 April 2027

Cllr Cadman updated that a number of issues had been reported and were being investigated, where necessary the Lengthsman had been requested to quote.

- concern expressed over the adequacy of current budgeting, need to re-visit - **AGREED**
- confident we will meet the deadline for applying for the PROW Grant (30th September 2026).

11. Community Projects:

- a. To receive an update on the following items ; **Cllr Atkins**
- b. Bulb Planting
- **received, looking for volunteers to plant**
- c. Tommy Location – Update on discussion with Housing Assoc /Residents
- **residents are happy, awaiting confirmation from Housing Association**
- d. Rock Crossroads bench renovation
- **will take place over Winter (together with a general tidying of the area) for replacement in early Spring.**
- e. Poppies
- **a copious supply of empty plastic bottles is held**

12. Items raised for next meeting (not discussion)

Although not a Parish Council initiative Cllr Bromhall reminded Cllrs of the next Litter Pick which will take place from the Village Hall on Wednesday September 9th from 09.00 (as advertised in Castle News) with 'Coffee and Cake' provided by the Coffee Club.

To facilitate further discussion around the retrospective planning application (Ref 262191 above) the next meeting will be:

Tuesday Sept 29th @ 7.00pm

Followed by the scheduled meetings:

Tuesday Oct 27th @ 7.00pm

Tuesday Nov 24th @ 7.00pm

Tuesday Jan 19th (2027) @ 7.00pm

M. Atkins

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