

**MINUTES OF THE MEETING OF AVENBURY PARISH COUNCIL
HELD ON TUESDAY 21st JANUARY 2026, AT 7PM IN THE PUBLIC HALL**

MEMBERS PRESENT: Cllrs Mark Berry, George Churchill, Gill Churchill, and Ian Jones.

ALSO, PRESENT: Jennifer Eva (Parish Clerk).

26/01 APOLOGIES

All councillors present.

26/02 DECLARATIONS OF INTEREST

None declared.

26/03 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** to accept and sign the Minutes of the previous meeting held on 16th September 2025.

26/04 EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC *LGA 1972 ss 101, 102*

To agree on any items to be dealt with after the public (including the press) have been excluded, as publicity would prejudice the public interest because of the confidential nature of the business to be transacted.

It was RESOLVED not to move any items into private session.

26/05 WARD COUNCILLOR

To receive and note a written report from the Ward Councillor.

26/06 PUBLIC SESSION

No residents were in attendance.

26/07 FINANCE

1. Members received and noted the finance report for the period from September to January. The report included a spend against budget, bank reconciliation, and the following account balances at the time of the meeting

- Current account balance = £7,056.12
- Reserve account balance = £6,332.23

2. Invoices for payment via online transfer.

Payee	Service	VAT	Total
J Poyner	Grounds Maintenance	£96.00	£576.00
HMRC	PAYE Month 9	-	£72.20
HMRC	PAYE Month 10	-	£72.20
J Eva	Dec, Jan, Feb Salary	-	-
J Eva	Printer toner	-	-

It was RESOLVED to approve the list of invoices for payment.

3. Invoices paid between meetings.

Ref	Payee	Service	VAT	Total
Month 6	HMRC	PAYE	-	£72.20
Month 7	HMRC	PAYE	-	£72.20
Month 8	HMRC	PAYE	-	£72.20
16462	Autela	Payroll Aug – Nov	£17.60	£105.60
	J Eva	Oct Salary	-	-
	J Eva	Nov Salary	-	-

It was RESOLVED to note the payments paid between meetings.

4. To consider the draft Precept / Budget 2026/ 27.

The draft budget was considered.

It was RESOLVED to approve the draft budget with a precept figure of £8,000. Using the 2026/27 tax base figure this means that the average Band D household will pay an annual precept figure of £67.86.

26/08 PARISH COUNCIL WEBSITE AND EMAIL REQUIREMENTS AGAR 2025/25

1. Members noted the new requirements for Assertion 10: Annual Governance and Accountability Return for the 2025/26 financial year. Assertion 10 requires parish councils to confirm that they have appropriate digital, data protection and IT governance arrangements in place.
2. Members noted that council-controlled email addresses and domain names (not personal accounts), are required. The council must have an accessible website, complying with UK GDPR and data protection requirements.

It was RESOLVED to instruct the Clerk to make enquires with the current website administrator to ensure the Council's website is compliant. The clerk is authorised to set up .gov.uk email addresses for all members and herself for all council correspondence.

26/09 PLANNING APPLICATIONS

1. To comment on planning applications, which are to be determined by Herefordshire Council.
 - a. P253422/F - Land off B4214 Munderfield, Bromyard, HR7 4JU
Repositioning of an existing access and gate off B4214, to include revised and enhanced access for public footpath
Type: Planning Permission.

It was RESOLVED to support the application.

- b. P253485/RM - Land at Flaggoners Green South of the A44, West of Panniers Lane East of Chanctonbury and North of Pencombe Lane Bromyard
Application for approval of reserved matters following outline 190111, allowed on appeal APP/W1850/W/23/3334520 (Outline planning application for the erection of up to 120 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point from the A44. All matters reserved except for means of access).

Type: Approval of Reserved Matters.

It was RESOLVED to object to this application on the following grounds.

- Uncertainty whether the proposed Sustainable Urban Drainage System (SUDS) will be safely fenced to prevent access, particularly by children.
- Enlargement of the SUDS area appears to have reduced the amount of usable public open space originally indicated in the scheme.
- Lack of clarity regarding the risk of SUDS overflow and the potential for flooding of nearby properties, particularly if the outlet becomes blocked.
- The SUDS lies within Avenbury parish, while the housing development is within Bromyard parish.
- Clarification requested on responsibility for the long-term upkeep and maintenance of the SUDS to ensure this does not place a burden on Avenbury parish.
- Clarification also requested regarding responsibility for maintenance of boundary hedgerows within the surrounding open spaces.

The Parish Council requests further information on these matters before the application is determined by Herefordshire Council.

26/10 WATER SUPPLY ISSUES

Members considered appropriate action to address recent supply issues to the parish.

It was **RESOLVED** that the Clerk write to Welsh Water outlining concerns regarding water supply issues experienced by some parishioners, the potential impact of further housing development in Bromyard, and seeking clarification on the measures the company intends to take to address these issues and mitigate the impact of new developments.

26/11 RISK REGISTER

Members reviewed the register and considered whether any amendments were required.

It was RESOLVED to accept the register as presented, with no changes, and to review it regularly.

26/12 HIGHWAYS / FOOTPATHS / TRAFFIC

Members highlighted the following issues to report to Herefordshire Council.

- Highway repairs on B4214 are starting to break up and potholes are forming.
- Gully leading from the highway to the parish land is blocked.

26/13 MEETING DATES 2026

It was RESOLVED to approve the ordinary meeting dates 24th March, 19th May, 21st July, 22nd September and 24th November (budget).

26/14 INFORMATION AND CORRESPONDENCE

It was RESOLVED to note the following information received.

- a. Locality Stewards Updates.
- b. Road works notifications.
- c. Talk Community - Local Nature Recovery Strategy: Webinar.
- d. Next Parish Council Summit meeting date.
- e. MP Surgery dates: Bromyard 6th March (AM) and Leominster 10th April (PM).

With no further business, the meeting was closed at 8:00 pm

Signed by Cllr Gill Churchill Dated