

## LITTLE DEWCHURCH PARISH COUNCIL

Minutes of the Parish Council Meeting of Little Dewchurch Parish Council, held at the Little Dewchurch Village Hall, on Tuesday 13<sup>th</sup> January 2026 from 7.30 pm  
No. LDPC/AW/112

### Present:

Cllr. Phil Williams (CPW) - Chair  
Cllr. Jane Lisle (JL)  
Cllr. Tom Price (TP)  
Cllr. Roger da Cunha (RDC)  
Cllr. Lisa White (LW)

### In attendance:

Parish Clerk; Alison Wright (AW), Ward Cllr; David Davies (DD)

<b>Item</b>	<b>Notes</b>	<b>Allocated To</b>	<b>Timeframe</b>
	<p><b><u>Public Question Time.</u></b></p> <p>There were no members of the public present.</p> <p>The Public Question Time closed at 7.30 pm.</p>		
1.0	<p><b><u>Welcome to the meeting</u></b></p> <p>Cllr Phil Williams, in the Chair, welcomed the councillors to the January 2026 Meeting of Little Dewchurch Parish Council.</p>		
2.0	<p><b><u>Apologies for absence</u></b></p> <p>There were apologies for absence received from Cllr. Jo Hawthorne (JH) and Cllr. Florin Tatoi (FT)</p>		
3.0	<p><b><u>Declarations of Interest and Dispensations</u></b></p> <p>There were no declarations of interest recorded this time.</p>		
4.0	<p><b><u>To receive, adopt and sign the Minutes of the Parish Council Meeting held on November 11<sup>th</sup> 2025</u></b></p> <p>The minutes of the meeting were accepted a true and correct record the Parish Council Meeting held on the 11<sup>th</sup> November 2025.</p>		

<p>5.0</p>	<p><b><u>To receive reports from</u></b>  <b>5.1)Ward Councillor</b></p> <p>The Ward Councillor had sent his written report.</p> <p>The Ward Cllr was present at the meeting. There was a discussion about the ongoing road issues in the village and the constant digging up of the road. There was no point in wasting money resurfacing the road if it needs to be dug up repeatedly. Observations about the ongoing Welsh Water issue were noted and the persistent water leak problems that were not being fixed. Welsh Water would need to fix the underlying problem before any resurfacing took place. It was agreed that the Ward Cllr would raise the issue of the constant digging up of the highway and Cllr Tom Price would draft a letter for circulation and approval as an official letter from the parish council, via the Clerk, to Welsh Water regarding the flooding and water situation. Contact details for Welsh Water would be obtained.</p> <p>It was noted that the white lines outside the school were required to be renewed and that this was awaiting fulfilment. The question was asked as to whether the contractors could resurface an alternative and “more needy” area of roadway instead, such as New Mills or Witherstone Norton Point?</p> <p>There was to be a new contractor for Public Realm from June 2026 and there was the intention for there to be more flexibility on contract placement.</p> <p>There were issues for the refuse collections at the road through Norton Point and it was reported that the collection trucks were reversing up the road due to the ongoing road problems.</p> <p><b><u>Balfour Beatty</u></b>  Information from Balfour Beatty had been circulated when received. The Locality Steward was Mike Gill. E mail: <a href="mailto:mike.gill@balfourbeatty.com">mike.gill@balfourbeatty.com</a></p> <p><b><u>West Mercia Police and any applicable issues plus Charter for 2026</u></b>  Newsletters and information circulated when received. The Police Charter had been confirmed and comments about local poaching concerns had been made known to the police. It was noted that the PCSO hours had now been reduced and the post holders would finish their duties at 20.00 instead of 22.00 going forward.</p>	<p>Ward Cllr  Clerk and  TP</p>	
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<p><b>6.0</b></p>	<p><b><u>Finance and policies</u></b></p> <p><b>6.1) <u>Confirmation of bank balances</u></b>  The current account balance stood at £8460.69 Actual balance with all outstanding payments made was £7497.24</p> <p><b>6.2) <u>To agree Invoices for payment (list of proposed payments to be provided)</u></b>  To resolve to accept payments as per listing:</p> <p>Mrs A Wright (salary paid in accordance with contract for January)  HM Revenue &amp; Customs (Tax due on salary) £95.20  HM Revenue &amp; Customs (Ers NI due on salary) £84.81  T Griffiths (lengthsman) £86.69  Mrs F White (annual playing field inspection) £62.50</p> <p>The payments were resolved to be paid unanimously.</p> <p><b><u>Christmas Tree 2025</u></b>  The Chair would sort out the invoice for the 2025 Christmas Tree. The tree had been sponsored by the village housing developer, Bell Homes.</p> <p><b>6.3) <u>To consider Herefordshire Charter for Councils (circulated)</u></b>  The Charter contained a communications and co-operation initiative between Herefordshire Council and parish and town councils. The Charter was considered and it was resolved that the parish council would adopt the principles suggested by the Charter as presented. The Clerk would advise the relevant Herefordshire Council Department of the decision.</p>		
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<p><b>7.0</b></p>	<p><b>7.1) Play Area - update and actions</b>  There were no further updates given. Cllr White had purchased some bird boxes made from birch tree branches. They were suitable for tits and robins. Cllrs Williams and Hawthorne would place them in the playing field area, in suitable nesting spots.</p> <p><b>7.2) Roads and Footpaths</b>  The defects, as identified, had been reported. More potholes on the Carey Road had been reported. The complaints about the village road surfaces and lack of road maintenance still applied and the parish council was awaiting resolution to the issues that had been raised.</p> <p><b>7.3) Lengthsman – activities and funding</b>  The Lengthsman was undertaking the scheduled bin emptying and any identified works.</p>		
<p><b>8.0</b></p>	<p><b><u>Planning Matters and Neighbourhood Development Plan</u></b></p> <p><b>8.1) To consider response to Planning Applications, as notified, and then determined by Herefordshire Council and any update re NDP status</b>  There were no further applications for consideration of comments at the January Meeting.</p> <p>No further information, at the present time, in regard to the Neighbourhood Development Plan.</p> <p><b>8.2) To adopt Interim Planning Comments Policy – circulated separately</b>  The Clerk had circulated an Interim Comments Policy for Little Dewchurch Parish Council:</p> <p>Details of the Policy:</p> <p style="text-align: center;"><b><u>Little Dewchurch Parish Council</u></b></p> <p style="text-align: center;"><b>POLICY FOR DEALING WITH PLANNING APPLICATIONS BETWEEN PARISH COUNCIL MEETINGS</b></p> <p><b>This policy will only come to be used if an extension to discuss a planning application in a meeting of the Parish Council cannot be obtained.</b></p>		

	<p>The Parish Council notes that the recommended method by which a Parish Council comments on Planning Applications is by discussion at a scheduled or extraordinary Parish Council meeting, to which members of the public have been invited, by public notice.</p> <p>A meeting will always be called to comment on potentially contentious planning applications.</p> <p>This policy has been agreed at a meeting of <b>Little Dewchurch Parish Council</b>, held on January 13<sup>th</sup> 2026.</p> <p>The responsibility for commenting on non-contentious planning applications which, due to time restrictions, cannot wait for the next Parish Council meeting, has been delegated to the Clerk (in liaison with the Parish Council) and in line with the following:-</p> <ol style="list-style-type: none"> <li>1. Clerk given delegated powers by Parish Council, to comment on applications received between meetings which, due to time restrictions cannot wait for the next Parish Council Meeting. A time frame, for the return of comments, will be advised as per the individual circumstances of the application.</li> <li>2. Clerk notifies all Parish Councillors of application.</li> <li>3. Parish Councillors may visit site to acquaint themselves of details. No discussion on site, particularly if local residents are a) invited or b) passing by.</li> <li>4. Members of Parish Council may show plans to neighbours in vicinity of application site.</li> <li>5. Members of Parish Council forward comments to Clerk.</li> <li>6. Clerk forwards comments to Planning Authority, making sure that comments are 'material considerations'.</li> <li>7. For next meeting of Parish Council, Clerk produces an Information Sheet with details of all applications commented upon by Clerk between meetings (in consultation with Parish Council) listed, and with précis of comments. Adopted 13/01/2026</li> </ol> <p>The Parish Council resolved to adopt the policy as detailed.</p>		
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<p><b>9.0</b></p>	<p><b>Information Sheet/Correspondence</b>  <b>9.1) To note contents and correspondence</b>  Herefordshire Council:  Talk Community bulletins</p> <p><b>Little Dewchurch Parish Council Meeting Dates for 2026</b>  February 10<sup>th</sup>, March 10<sup>th</sup>, April 7<sup>th</sup>, May 12<sup>th</sup>, June 9<sup>th</sup>, July 7<sup>th</sup>, No meeting in August, September 8<sup>th</sup>, October 13<sup>th</sup>, November 10<sup>th</sup>, No meeting in December.</p> <p><b>9.2) To receive any updates from the Little Dewchurch Social Committee re events etc.</b>  Cllr Hawthorne had sent her apologies for the meeting. The Tractor Run had taken place on 6<sup>th</sup> December and had been a success.</p> <p><b>9.3) To discuss assets, signage and wildlife corridor</b>  No further discussion on this item.</p> <p><b>9.4) To check consumables status for the defibrillator</b>  The Clerk would order new pads. The Chair would check the battery status and advise the Clerk if a new battery was required.</p>	<p>Clerk  Chair</p>	
<p><b>10.0</b></p>	<p><b><u>Matters for the Agenda of the next Meeting</u></b></p> <p>The usual items would be included, plus:  Assets, wildlife corridor and signage</p>		
<p><b>11.0</b></p>	<p><b><u>Clerk's Appraisal - to organise</u></b>  Clerk Appraisal: This would be held at 7.00 pm in the Little Dewchurch Hall Meeting Room, ahead of the 10<sup>th</sup> February 2026 Little Dewchurch Parish Council Meeting.</p> <p>Cllr Lisle and Cllr Hawthorne would carry out the appraisal.</p>	<p>JL &amp; JH</p>	
<p><b>12.0</b></p>	<p><b><u>Confirmation of date of next Parish Council Meetings</u></b>  The next Parish Council Meeting would be held on Tuesday 10<sup>th</sup> February 2026 from 7.30pm in the Village Hall.</p>		

	<p><b><i>The Meeting closed at 8.30 pm</i></b></p> <p>Signed: .....Chair</p> <p>Date.....</p> <p>Website link: <a href="https://www.littledewchurch.org.uk/">https://www.littledewchurch.org.uk/</a></p>		
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