

HOW CAPLE SOLLERSHOPE AND YATTON PARISH COUNCIL
Councillors are summoned to attend the Parish Council Meeting
on
Tuesday 8th July 2025 at 7pm

At Brockhampton Village Hall

Members of the Public and Press are cordially invited to attend

AGENDA

- 1. To receive apologies for absence**
- 2. To receive declarations of interest and written requests for dispensation**
- 3. To co-opt a new Councillor and receive their Declaration of Acceptance of Office**
- 4. Minutes:**
 - 4.1. To consider the minutes of the Annual Meeting of the Parish Council held on the 14th May 2025
 - 4.2. To consider any matters arising from the Annual Parish Meeting held on the 14th May 2025
- 5. Public Participation:**
 - 5.1. To receive report from the Ward Councillor
 - 5.2. To receive report from PCSO Kirsten Kysow, Safer Neighbourhood Team
 - 5.3. To receive representations from the Public
- 6. Finance:**
 - 6.1. To receive financial report
 - 6.2. To ratify the following payments made between meetings:
 - 6.3. To consider any invoices due for payment:
 - 6.3.1. Helen Tinson, Clerk Salary (June), in accordance with contract
 - 6.3.2. HMRC, PAYE June, in accordance with contract
 - 6.3.3. Wyehost Ltd, Annual web hosting, £75 plus £15 VAT
 - 6.3.4. Terry Griffiths Contracts, TGC3379 Local Drainage Work, £900.00 plus £180.00 VAT
 - 6.3.5. Terry Griffiths Contracts, TGC3380 Local Drainage Work, £500.00 plus £100.00 VAT
 - 6.3.6. Terry Griffiths Contracts, TGC3381 Local Drainage Work, £800.00 plus £160.00 VAT
 - 6.3.7. Terry Griffiths Contracts, TGC3388 Local Drainage Work, £200.00 plus £40.00 VAT
 - 6.3.8. Terry Griffiths Contracts, TGC3389 Local Drainage Work, £200.00 plus £40.00 VAT
 - 6.3.9. Terry Griffiths Contracts, TGC3390 Local Drainage Work, £600.00 plus £120.00 VAT
 - 6.3.10. Terry Griffiths Contracts, TGC3391 Local Drainage Work, £400.00 plus £80.00 VAT
 - 6.3.11. Terry Griffiths Contracts, TGC3392 Local Drainage Work, £1,200.00 plus £240.00 VAT
 - 6.3.12. Terry Griffiths Contracts, TGC3393 Local Drainage Work, £900.00 plus £180.00 VAT
- 7. Planning:**
 - 7.1. To consider Planning applications for determination by Herefordshire Council:**
 - 7.1.1. **251427: Yew Tree Cottage, How Caple, HR1 4TA.** Replacement of an old garage (recently dismantled) with a new building.
 - 7.2. Other matters related to Planning:**
 - 7.2.1. To note correspondence concerning the withdrawal of government funding for NDPs

8. Lengthsman, SIDs, Highways and Footpaths:

8.1. Lengthsman:

8.1.1.To consider the status of drainage projects for the 2024/25 Local Drainage Fund

8.1.2.To consider drainage projects for the 2025/26 Local Drainage Fund

8.2. SIDs:

8.2.1.To consider an update on the installation of two SID bases and posts

8.3. Highways:

8.3.1.To consider works to be reported to Herefordshire Council

8.3.2.To consider parish grit bins and note request for two replacement bins submitted to Herefordshire Council

8.4. Footpaths:

8.4.1.To ratify the appointment of Parish Footpath Officers

8.4.2.To consider projects for the PROW funding for 2025/26

8.4.3.To consider complaints concerning the installation of new footpath signs

9. Clerk's Report: To receive the Clerk's report

10. Next Meeting: To note the date of the next meeting 9th September 2025, and propose agenda items

Signed: Helen Tinson, Clerk

Dated: 3rd July 2025