

HOW CAPLE SOLLERSHOPE AND YATTON PARISH COUNCIL
Councillors are summoned to attend the Parish Council Meeting
on
Tuesday 11th November 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. Minutes:**
 - 3.1. To consider the minutes of the Parish Council meeting held on the 9th September 2025
- 4. Public Participation:**
 - 4.1. To receive report from the Ward Councillor
 - 4.2. To receive report from PCSO Kirsten Kysow, Safer Neighbourhood Team
 - 4.3. To receive representations from the Public
- 5. Finance:**
 - 5.1. To receive financial report, including six-month budget monitoring review
 - 5.2. To approve the bank reconciliation at 31.10.25
 - 5.3. To consider the Draft Budget for 2026/27 for public consultation
 - 5.4. To ratify the following payments made between meetings:
 - 5.4.1. Helen Tinson, Clerk Salary October, in accordance with contract
 - 5.4.2. HMRC, PAYE October, in accordance with contract
 - 5.5. To consider any invoices due for payment:
 - 5.5.1. Helen Tinson, Clerk Salary November, in accordance with contract
 - 5.5.2. HMRC, PAYE November, in accordance with contract
 - 5.5.3. Terry Griffiths Contracts, Routine Maintenance, TGC3506, £293.58 including £48.93 VAT
- 6. Community:**
 - 6.1. To consider dates for litter picking (Jan-March 2026)
 - 6.2. To consider Winter printed newsletter
- 7. Herefordshire Council Parish Charter:**
 - 7.1. To consider signing up to the principles set out in the Parish Charter
- 8. Planning:**
 - 8.1. **To consider any planning applications received between publication of the agenda and the meeting for determination by Herefordshire Council**
 - 8.2. **To note planning decisions made by Herefordshire Council since the date of the last meeting**
- 9. Lengthsman, SIDs, Highways and Footpaths:**
 - 9.1. Lengthsman:**
 - 9.1.1. To note response to the 2025/26 Local Drainage Fund Application and agree next steps

9.2. SIDs:

9.2.1.To consider an update on the installation of two SID bases and posts and agree next steps

9.3. Highways:

9.3.1.To consider works to be reported to Herefordshire Council

9.3.2.To consider response to request for depth gauge on the B4224 and agree next steps

9.4. Footpaths:

9.4.1.To note response to the 2025/26 PROW Grant Application and agree next steps

10. Clerk:

10.1. **Resignation:** To receive the Clerks' resignation and agree next steps

10.2. **Report:** To receive the Clerk's report

11. Next Meeting: To note the date of the next meeting 13th January 2026, and propose agenda items

Signed: Helen Tinson, Clerk

Dated: 6th November 2025