

Brilley Parish Council

The Parish Councillors are summoned to the Ordinary Meeting of Parish Council meeting on
Monday 8th September 2025 at 7.30pm in Brilley Village Hall

AGENDA

- 1. To receive apologies of absence**
- 2. To receive declarations of interest and written applications for dispensation**
- 3. To adopt minutes of previous meetings – 14th July 2025**
- 4. Public Forum –**
 - 4.1. Ward Councillor – To receive report
 - 4.2. Local Residents – At Chairman's discretion, up to 10 mins will be allocated for the public to make representations, ask questions & give evidence in respect of any item on the agenda. Maximum of 2 mins per person is allowed. Item is not for comment on parish council discussions or decisions. Issues raised will be in public minutes and may be videoed or recorded.
- 5. Planning – to comment/note on planning applications determined by Herefordshire Council**
 - 5.1 P242683/F – Planning Permission – Meadow View, Brilley, Whitney-on-Wye, Herefordshire HR3 6HG
Retrospective application for horse blanket washdown room with WC and parking area for caravan to be used as an office/welfare area for the equestrian business.
REFUSED
 - 5.2 P251866/PA7 – All others, Prior Approval – Cefn Farm, Cefn Road, Brilley, Whitney-on-Wye, Herefordshire HR3 6JN
Application to determine if prior approval is required for the proposed alteration of existing concrete yard
PRIOR APPROVAL NOT REQUIRED
 - 5.3 P242527/F – Planning Permission - Meadow View, Brilley, Whitney-on-Wye, Herefordshire HR3 6HG
Proposed hay barn and small workshop for equestrian use.
APPROVED
- 6. Financial Procedures – To note financial position, bank reconciliation and consider the following payments and income against budget.**
 - 6.1 To agree payments can be made in accordance with budget
 - 6.1.1 Clerk salary as per the Contract of Employment – September
 - 6.1.2 Autela Payroll Services Inv No 16066 (FR18) £90.00
 - 6.1.3 HMRC Form P32 (FR19) £16.52
 - 6.2 To note/reaffirm the following payments made which have been pre-approved:
 - 6.2.1 Unity Bank Charges £6.00 monthly by direct debit
 - 6.2.2 Clerk salary as per the Contract of Employment - July (FR15)
 - 6.2.3 Clerk salary as per the Contract of Employment – August (FR16)
 - 6.2.4 Clerk reimbursement for delivery of fresh flowers to Mrs M Stewart for undertaking the task of our 24/25 audit (paid under S137) (FR14) £22.10
 - 6.2.5 CHQ No: 300001- Mr G Pugh reimbursed for roadside nature reserve expenses (FR13) £26.64
 - 6.2.6 P G Watts Lengthsman B25.04 (FR17) £0.00 – TO NOTE
 - 6.2.7 P G Watts Lengthsman B25.03 (FR12) £0.00 – TO NOTE
 - 6.2.8 P G Watts Lengthsman B25.05 (FR20) £0.00 – TO NOTE
 - 6.3 To note the following payments received: NONE

7. Parish Reports and Issues –

7.1 Lengthsman – To agree to advertising an opening to fill the Lengthsman vacancy

7.2 Councillor Vacancy – To announce the final decision with the Councillor vacancy and make appropriate steps towards election/co-option

7.3 Finalise Budget – To amend (if necessary) the budget

7.4 Risk Register – To peruse the Risk Register and adopt once agreed

7.5 Cherry Blossom Trees

7.6 Drainage Grant

7.7 Road Issues

8. Items for next agenda (no discussion)

9. To consider date of next meeting- 10th November 2025

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