

Brilley Parish Council

The Parish Councillors are summoned to the Ordinary Meeting of Parish Council meeting on
Monday 11th May 2026 at 7.30pm in Brilley Village Hall

AGENDA

- 1. To elect a Chairperson**
- 2. To elect a Vice-Chairperson**
- 3. To receive apologies of absence**
- 4. To co-opt a new Parish Councillor by way of:**
 - allowing candidates a 2-minute speech
 - Parish Councillor voting by paper ballot
 - Parish Clerk to count vote and inform Chair who will invite the newly elected Councillor to join the meeting. The newly elected Councillor will sign Herefordshire Council's documentation and immediately join the meeting as a Councillor.
- 5. To receive declarations of interest and written applications for dispensation**
- 6. To adopt minutes of previous meetings – 12th January 2026**
- 7. Public Forum –**
 - 7.1. Ward Councillor – To receive report
 - 7.2. 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.
- 8. Planning – to comment/note on planning applications determined by Herefordshire Council**
 - 8.1 P260585/XA2 – PP Approval of details reserved by condition – The Clearing, Whitney-on-Wye, Herefordshire HR3 6ES.
Application for approval of details reserved by Condition 7 attached to Planning Permission 250462
APPROVED
 - 8.2 P260803/AM – Non-Material Amendment – Land at The Clearing, Whitney-on-Wye, Herefordshire
Non-material amendment to planning permission 250462 (Proposed replacement self build highly sustainable dwelling and garage) – changes to appearance
APPROVED WITH CONDITIONS
 - 8.3 P242683 – ENFORCEMENT UPDATE - Retrospective application for a horse blanket washdown room with w.c. & parking area for a caravan to be used as an office/welfare unit for the equestrian business.
- 9. Financial Procedures – To note financial position, bank reconciliation and consider the following payments and income against budget.**
 - 9.1 To agree payments can be made in accordance with budget
 - 9.1.1 Clerk salary as per the Contract of Employment – March 2026 (FR31)
 - 9.1.2 Clerk reimbursement – postage £2.40 (FR26)
 - 9.1.3 Clerk salary as per the Contract of Employment – April 2026 (FR34)
 - 9.1.4 Clerk work from allowance for 2025 as per the Contract of Employment - £100.00
 - 9.1.5 Clerk travel expenses from April 2025 to April 2026 - £97.02
 - 9.1.6 Clerk salary as per the Contract of Employment – May 2026

9.2 To note/reaffirm the following payments made which have been pre-approved:

- 9.2.1 Unity Bank Charges £6.00 monthly by direct debit
- 9.2.2 Clerk salary as per the Contract of Employment – January (FR29)
- 9.2.3 Clerk salary as per the Contract of Employment – February (FR30)
- 9.2.4 Information Commissioners Office annual renewal direct debit - £47.00 (FR32)
- 9.2.5 Payment to Village Hall Committee for annual grass cuttings £1,250.00 (FR33)

9.3 To note the following payments received:

NONE

10. Parish Reports and Issues –

- 10.1 Lengthsman update
- 10.2 Smart Water
- 10.3 State of highways in the Parish including Holborn Lane/Chapel Road, and recent damage to highways following road closures
- 10.4 AGAR Internal Audit 2025/2026
 - 10.4.1 Certificate of Exemption – to confirm the Parish Council exemption
 - 10.4.2 Internal Audit Report – to consider the Internal Audit Report
 - 10.4.3 Annual Governance Statement – to consider the Annual Governance Statement
 - 10.4.4 Accounting Statements – to consider and approve the Accounting Statements
- 10.5 To approve Clerk's request for annual leave

11. Items for next agenda (no discussion)

12. To consider date of next meeting- 13th July 2026

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