

Abbeydore & Bacton Group Parish Council

Minutes of an Ordinary Meeting
of Abbeydore and Bacton Group Parish Council
held in Abbeydore Village Hall
on Tuesday 8th September 2026

No ABPC/MW/136

Present

Councillor Mrs Ann Booth Chairman
Councillor Miss Liberty Nimmo Vice - Chairman
Councillor Mr Richard Fenton
Councillor Mr Melvin Jenkins
Councillor Mr Keith Millington
Councillor Mrs Kharon Nakielny
Clerk Mr Malcolm Walker

Also Present

Margaret Andrzejewska Community Support Officer West Mercia Police Golden Valley Safer Neighbourhood Team and one further member of the public

The Parish Council Meeting was formally opened by the Chairman at 7.00pm

1.0 Apologies for Absence

Apologies were received and accepted from Golden Valley South Ward Councillor Mr Matthew Engel and Parish Lengthsman / Contractor Mr Terry Griffiths
Locality Steward Mr James Howells not present

2.0 Minutes

The Ordinary Minutes ABPC/MW/135 7th July 2026 were unanimously confirmed as a true record and signed by the Chairman

Proposed by Councillor Mrs Kharon Nakielny and

Seconded by Councillor Miss Liberty Nimmo Vice - Chairman

3.0 Parish Council Co-options

To consider any qualifying applications for **Co-option to Abbeydore Parish**

No candidates

4.0 Declarations of Interest and Dispensations

4.1 To receive any declarations of interest in agenda items from Councillors

A Declarations of Interest was made by Councillor Mrs Ann Booth Chairman who signed the Declarations of Interest Book Reference Item 12.0 Planning Consultation 262178

4.2 To consider any written applications for dispensation

There were no written applications for dispensation made

The Parish Council resolved to change the order of business at this time to Item 6.2

6.0 To Receive Reports (if available) from:-

6.2 Local Police update

Margaret Andrzejewska Community Support Officer reported on the following: -

Trailer stolen from Kerry's Gate

Incidents in local area during August, vehicle and a quad bike stolen, persons arrested in Wales and one charged

Vowchurch quad bike stolen

Theft of quad bikes in Peterchurch

Ewyas Harold items stolen

Attempts to steal Land Rovers

Allensmore quad bike stolen

Motorbikes etc in Clifford



The Parish Council resumed the correct order of business at this time to Item 5.0

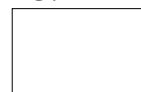
5.0 Financial Report

5.1 Receipts

13 th July 2026	Herefordshire Council BACS Remittance Advice Reference TGC3891 4278617	£489.30
13 th July 2026	Herefordshire Council BACS Remittance Advice Reference TGC3894 4278615	£489.30
13 th July 2026	Herefordshire Council BACS Remittance Advice Reference TGC3944 4278533	£421.35
Total £1,399.95		
27 th July 2026	Herefordshire Council BACS Remittance Advice Reference TGC3979 4281826	£244.65
3 rd September 2026	Herefordshire Council BACS Remittance Advice Reference TGC4011 4288001	£244.65
13 th August 2026	Purchase Order 11263163 £10,248.64 {Monies not yet received}	

5.2 Payments

PKF Littlejohn LLP External Auditors	£252.00	
External Audit 1 st April 2025 - 31 st March 2026		
Transfer Payment 14/08/2026 7.02pm 011 Approved Councillor Mr Richard Fenton		
Terry Griffiths Contracts TGC3979	£587.16	
Roads - Routine maintenance July 2026 (1) date of visit 09-07-26 Invoice No TGC3979		
Description of work carried out: - Specific Task		
C1209 Check notice board fixings- Bacton Hall		
Routine Maintenance Scope of Works As Required		
Clear grids and clean out road gullies	Clear receiving chambers	
Check connecting pipe	Clear grips and reform leads	Clear ditch leads
Clear headwalls	Strim round street furniture	
Strim round grit bins	Wash off street signs	
Report defects not rectified on the visit date to PLLO		
C1222- with parish boundary	C1223-from c1222 to C1224	
C1224-from C1223 B4347	C1221- within parish boundary	Materials Marker Spray
*Joint Transfer Payment 08/09/2026 012 Approved Councillor Mr Richard Fenton		
Terry Griffiths Contracts TGC4011	£587.16	
Roads Routine maintenance August 2026 (1) Team 2 Date of visit 03-08-26 Invoice No TGC4011		
Description of work carried out: -Specific Task Minor repairs – Parish Notice Board- Hall		
Routine Maintenance Scope of Works As Required		
Clear grids and clean out road gullies	Clear receiving chambers	Check connecting pipe
Clear grips and reform leads	Clear ditch leads	Clear headwalls
Strim round street furniture	Strim round grit bins	Wash off street signs
Report defects not rectified on the visit date to PLLO		
C1212- from B4347 to parish boundary	C1225- from C1212 to C1221	
C1221- with parish boundary	C1209 From /b4347 to parish boundary	
Materials Marker Spray		
*Joint Transfer Payment 30/09/2026 012 Approved Councillor Mr Richard Fenton		
Terry Griffiths Contracts TGC4050	£587.16	
Roads - Routine maintenance September 2026 (1) Date of visit 03-09-26 Invoice No TGC4050		
Description of work carried out: -Specific Task Routine Maintenance Scope of Works As Required		
Clear grids and clean out road gullies	Clear receiving chambers	Check connecting pipe.
Clear grips and reform leads	Clear ditch leads	Clear headwalls
Strim round street furniture	Strim round grit bins	
Wash off street signs	Report defects not rectified on the visit date to PLLO.	
C1212- from B4347 to parish boundary	C1221-from c1212 to parish boundary	



C1209- from B4347 to parish boundary U74213- om b4347 to parish boundary

Materials Marker Spray

***Joint Transfer Payment 30/09/2026 012 Approved Councillor Mr Richard Fenton**

Clerk's Salary August 2026 Gross £491.88

Mileage £4.32

Postage £4.01

Electric £2.00

Tax £98.40 NIC £0.00

****Parish Council Contribution NIC £11.23**

Nett Pay £403.81

Transfer Payment 14/08/2026 7.02pm 013 Approved Councillor Mr Richard Fenton

Clerk's Salary September 2026 Gross £508.02

Mileage £11.30

Back Pay £80.70

Tax £117.80 NIC £0.00

****Parish Council Contribution NIC £25.76**

Nett Pay £482.22

Transfer Payment 30/09/2026 014 Approved Councillor Mr Richard Fenton

HMRC 2nd ¼ Payment July August September £

Cheque Number 001086

{to be paid 30th September 2026}

Resolved unanimously that all payments are approved

Lloyds Bank Invoice No 489059800 £5.25

Bank Charges 10/05/2026 – 09/06/2026 to be Debited 21/07/2026

Lloyds Bank Invoice No 491616532 £4.75

Bank Charges 10/06/2026 – 09/07/2026 to be Debited 22/08/2026

5.3 Bank Balances

Community Account @ 1st August 2026 No 08 £7,011.31

Bank Statement

Community Account @ 31st August 2026 No 09 £6,754.56

Bank Statement

Commercial Instant Access Account @ 31st August 2026 No S04 £17,043.58

Bank Statement

*Cheque Signatories Councillor Mrs Ann Booth Chairman,
Councillor Mr Keith Millington, Councillor Mr Richard Fenton and
Councillor Mrs Kharon Nakielny*

*Signatories added to the online Bank Mandate Mrs Ann Booth Chairman,
Councillor Mr Richard Fenton, Councillor Mrs Kharon Nakielny,
Councillor Mr Keith Millington and Clerk Mr Malcolm Walker*

Bank reconciliations signed for both accounts by the Chairman

Proposed by Councillor Mr Keith Millington and Seconded by Councillor Mrs Ann Booth Chairman

5.4 External Auditor's Report & Certificate 2025-2026

Acknowledge amendment to section 3 as per external Auditors Report

The Parish Council acknowledged the report from PKF Littlejohn and amended the External Audit Form" **Boxes 3 and 6"**

The Audit Form was then signed by Councillor Mrs Ann Booth Chairman and counter signed by the Clerk

Proposed by Councillor Mr Richard Fenton and Seconded by Councillor Mr Melvin Jenkins



5.5 To Acknowledge and approve implementation of the 2026 Local Government Pay Settlement
The 2026 Local Government Pay Settlement for the Clerk was approved by the Parish Council
Proposed by Councillor Mrs Ann Booth Chairman and Seconded by Councillor Mr Melvin Jenkins

6.0 To Receive Reports (if available) from:-

6.1 Ward Councillor Mr Matthew Engel
Ward Councillor not present and no report available

6.2 Local Police update
See after Item 4.0

7.0 Grant for Local Ward Projects portion of £1,000.00 available for each Ward

Local projects grant available reference Ward Councillor Mr Matthew Engel
Ward Councillor not present
Agenda item for next full Parish Council meeting

8.0 Public Question Time

A 10 minute period is to be allocated if required to facilitate any member of the public to address the assembled Parish Councillor

Member raised a noise complaint from a member of the public {not present} from helicopter training during the night. Parish Council resolved that living close to the “Camp” is part of Herefordshire life.

9.0 Abbeydore Village Hall

Update reference Village Hall Damp Issues / Abbeydore Defibrillator update

9.1 No representative present and no further information received as yet

9.2 Clerk sent all defibrillator information to Sylvia Rothwell Chairman of the Village Hall Committee
Abbeydore Defibrillator Batteries expire January 2029 and Pads expire April 2028

The Parish Council filing cabinet, situated in the store room has been damaged and the two locks have been broken. The Parish Council documents are now unsecured and unprotected.

Clerk instructed to write to the Village Hall Committee reference damage to filing cabinet

Email received from Abbeydore Village Hall Chairman

Thanks for being the Main Defibrillator Man and keeping it in serviceable order. I'll let the Abbey Church Wardens know to contact yourself if it is used.

We are about to enter nearly 2 weeks of events at the Abbey, so it's comforting to know it's there if needed. Abbeydore Hall committee were shocked and sorry that your storeroom filing cabinet was broken into, but unfortunately, none had any knowledge. My Martyn has fixed the lock on the storeroom door and locked it. I hope you feel that this now makes the store cupboard much more private, but sorry, I still don't regard it as fully secure.

Please let me know if you need any further information on the above.

Thank you for all the services our Parish Council provides. Kind regards Sylvia Rothwell

10.0 Arrangements for Dealing with Code of Conduct Complaints

The Parish Council resolved **not** to change the Code of Conduct Complaints Document at this time

11.0 Highways and Footpaths Issues

11.1 To receive new information on Parish Highways & Public Footpaths

Confirmation received for a fixed price contract until March 2027 with Contractor Mr Terry Griffiths
Terry to set a date for works by Lower Grange Bacton
Ongoing conversations with Herefordshire Council and their contractors still no firm date agreed

11.2 Update reference Drainage Grant application for 2026-2027
Clerk still progressing with Herefordshire Council

11.3 Update on Parish Lengthsman monthly maintenance schedule
Maintenance days approved by the Parish Council



12.0 Planning Consultation

Planning Consultation 262178 Hollingwood Farm Abbeydore HR2 0JQ

Self-build bungalow to replace permanent mobile home

Councillor Mrs Ann Booth Chairman left the meeting room and Councillor Miss Liberty Nimmo Vice – Chairman took the Chair

Re-Planning Consultation No 262176 Hollingwood Farm HR2 0JQ

Abbeydore & Bacton Group Parish Council considered this consultation at their meeting on the 8th September 2026

The following observations

- 1) *Is there sufficient work force to warrant a new property*
- 2) *If so, confirmation is required that the proposal will have an agricultural tie*
- 3) *The application notes that it would not be visible from the road while on viewing the site from the road it would clearly be visible from the public highway*

Acknowledgement from Herefordshire Council Reference Number FS-Case-872770151

Proposed by Councillor Mr Richard Fenton and Seconded by Councillor Miss Liberty Nimmo
Vice - Chairman

Parish Council Planning Information Sheet to be emailed to all Parish Councillors

Councillor Mrs Ann Booth Chairman returned to the meeting room and continued as Chairman

13.0 Information Sheet

Update on previous action points and a list of correspondence received plus

Planning Results

13th April 2026 Planning Consultation 260873 - Ponty Pinna Vowchurch Hereford HR2 0QE
Planning Permission and {Listed Building Consent 260874}
Rebuilding of collapsed building

Planning Application Still Valid

11th June 2026 Planning Consultation 261567 Dore Abbey Abbeydore Hereford HR2 0AA
Composting toilet, access ramp and associated works Planning Permission

Planning Application Still Valid

24th June 2026 Planning Consultation 261749 Long Close Cottage Wormbridge HR2 9EF
Workshop/store Full Householder

Planning Application Still Valid

August 2026 Email sent to Sylvia Rothwell
Reference Defibrillator information and Filing Cabinet damage
See Items 9.1 and 9.2

Correspondence Received

No further correspondence received

14.0 Agenda of Next Meeting

Grant for Local Ward Projects

15.0 Date, Time and Venue of Next Meeting

Ordinary Parish Council Meeting in Abbeydore Village Hall

Tuesday 3rd November 2026 at 7.00pm

Parish Council meeting declared closed at 8.00pm

Signed.....

Parish Council Chairman

Dated this day Tuesday 3rd November 2026