

MARSTOW PARISH COUNCIL

Minutes of the meeting held on 25 November 2025 at St Matthews church Marstow

PRESENT A Williams (Chairman) R Mutlow M Wigmore

ATTENDING K Shilton (Clerk)

APOLOGIES N Roper

DECLARATIONS OF INTERESTS N Roper planning application 251736

1 OPEN DISCUSSION FOR THE PUBLIC Not required at this meeting

2 MINUTES OF THE MEETING HELD ON 23 SEPTEMBER 2025

These were agreed and confirmed and signed by the Chairman.

3 ACTION POINTS FROM THE MINUTES

3.1 Drainage works – update by mpc working group. There was some confusion if our locality steward had changed. The Clerk was not aware of this but would investigate and report back. (Follow up demonstrated no change and Chairman established contact)

3.2 Pencraig – missing 50mph warning sign. This has been manufactured and waiting installation – will require road management.

3.3 Lengthsman scheme works – finally the revised quotation received from past lengthsman. Other investigations have shown either low interest regarding our parish works or a full working schedule! It was agreed to offer the defined scheduled works to TG Contracts specifying the frequency / months the various works were required. This offer is for 12 months starting December 2025 - followed by a pc meeting review and further resolution.

3.4 Freedom of Information request – speeding convictions Pencraig A40 – information had been received and circulated to members. It was surprising to note the high level of recorded speedsters !

3.5 Data Protection Act – review various required papers / availability / and Data Protection Officer information. The Clerk reported that all the information papers had been reviewed and as required revised / updated and all were available to the public from our website. The Clerk is the appointed Data Protection Officer to manage this subject matter and point of contact to the public. The Clerk confirmed that the parish council were registered with the government CIO.

4 PLANNING MATTERS AND APPLICATIONS

Appeal dismissed Packhouse 240069 – noted

Application 251736 land Home Farm - changes to design

The meeting gave no objections to this application.

5 WARD COUNCILLOR REPORT

Circulated to members and available on the mpc website.

6 FINANCE MATTERS

Budget 2026 / 2027 and resolution for precept request – the Clerk had circulated two proposals to members before the meeting to prepare for consideration and discussion.

The proposals were taking into account the general rising costs and most probable decrease of funding available an example being the Herefordshire Council lengthsman scheme.

Discussion highlighted the appreciated past 12 months heavy maintenance works made available by Balfour Beatty and its importance for the future. Smaller more regular works being done by the lengthsman scheme defined programme.

The meeting resolved to request a precept of £10500.00 for 2026 / 2027 being minded of the increased costs expected and that the precept level has remained unchanged for several years regardless of inflation.

7 COOPTION NEW MEMBER

The Clerk confirmed that all required procedures and papers were complete and the pc were able to coopt a new member.

8 CORRESPONDENCE RECEIVED AND DISTRIBUTED

Herefordshire Council Charter – invitation to adopt. The meeting agreed to adopt this charter of procedures and behaviour as they have adopted the code of conduct and the register of interests to comply with easier communication and working together as partners.

9 ADDITIONAL REPORTS COUNCIL MEMBERS – VERBAL

Glewstone – potential road safety hazard overgrown hedges. It was agreed to monitor or possibly speak with the homeowner. If necessary to be reported to our locality steward for advice mpc maintenance working group.

Fly Tipping – A40 layby Pencraig near Ashe Farm

Fly tipping – top of Boat Lane Glewstone

The Clerk will report these situations for inspection and removal.

10 ITEMS FOR THE NEXT AGENDA

Parish maintenance review

Cooption of new council member

The meeting started at 7.30pm and ended at 8.20pm

Signed

Chairman

Date

NEXT MEETING

TO BE HELD ON 20 JANUARY 2026 AT 7.30PM AT ST MATTHEWS CHURCH

**MARSTOW . SHOULD IN THE MEANTIME URGENT BUSINESS MATTERS ARISE THEN
A FURTHER MEETING WILL BE CALLED.**