

EASTNOR & DONNINGTON PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ Tel: 01531 670036
email: clerk@eastnoranddonnington-pc.gov.uk website:- <https://eastnoranddonningtonpc.gov.uk>

Minutes of the Meeting of the Parish Council held on Monday 20th July 2026

Present

Councillors Michael Hall, Ben Tandy, Shane Howells, Shirley Roberts, Robin Smith and Chritine Stallard-Daniels

In Attendance

Janet Chester – Parish Clerk
Ledbury South Ward Councillor Stef Simmons

Members of the Public: 1

The Vice-Chairman Cllr Hall welcomed everyone to the meeting

1. To Note any Apologies for Absence and Note the Reason None

2. To Record any Declarations of Interest and Consider any Requests for Dispensations –

Cllr Roberts declared an interest as a neighbour on agenda item 8a planning application 261364/261756

3. To Remind Councillors to Review their Register of Interests held on Herefordshire Council Website

The clerk reminded councillors that it is their responsibility to keep their Register of Interests up to date -
NOTED

4. To receive any Nominations to fill councillor vacancy (Eastnor) by co-option

Kevin Slater proposed by Cllr Roberts and seconded by Cllr Hall. There being no other nominations Lord Slater was co-opted and duly signed his Declaration of Acceptance of Office form. The clerk also gave him a register of Interests Form to complete and return to her within 28 days for forwarding to Herefordshire Council.

5. To Consider Approval of Minutes of Parish Council meeting held 11th May 2026

The minutes were APPROVED as accurate and duly signed by the Chairman

6. To Receive a Brief Report from Ledbury South Ward Councillor Stef Simmons

Forest of Dean Council have removed the Glynchbrook development and it is not progressing. Under the Local Government Unitary Development Forest of Dean ceases to exist. A 30 month timetable of a regional spatial strategy development plan is being undertaken. A forthcoming application from Gladmans/Barratts for land behind Hawk Rise on the Dymock Road. The Vistry development has gone quiet. A judicial review is being undertaken by Tesco on the Lidl development. In June Herefordshire Council appointed a new CEO and M Group took over the public realm.

I hold a monthly Ward Surgery at Ledbury Rugby Club on Tuesdays 6:30 – 7:30pm by appointment, or I can visit individuals if mobility an issue. I am contactable via email stef.simmons@herefordshire.gov.uk or phone 07792881706.

7. Public Participation Session for Local Residents to raise matters relevant to the Parish Council

(Please note: Decisions cannot be made on items not on the agenda) *This item to be limited at the discretion of the chairman –*

No matters raised.

8. Planning: NB: no paper copies of applications are available to view at the meeting unless specified

- a) To Consider any Planning Applications referred for comment: **(to be viewed online prior to the meeting)**

Cllr Roberts declared an interest as a neighbour on application 261364/261756

261364/261756 Land at White House Farm, Eastnor, HT8 1EH Self-build conversion of Oast barn to residential dwelling, including demolition of two steel-framed Dutch Barns and construction of a detached garage

PC Comment: The Parish Council support this application

- b) To Note Details of Decision Notices Received from Hereford Council: as per planning record – NOTED

9. Governance:

- a) To Confirm that all councillors are now using their .gov email accounts and information will no longer be sent to their personal emails in line with GDPR regulations

Cllrs Hall and Tandy are fully up and running. Other cllrs are still struggling to set up the system.

RESOLVED The clerk will resend details to councillors. The clerk will also speak to the Equalities Officer at Herefordshire Council about access funding for an evening to get everyone up and running.

10. Finance:

- a) To Note that the AGAR End of Year Accounts have been completed and sent to External Auditor – NOTED

- b) To Note Employee Mileage Rate Increase to 55p per mile w.e.f. 1st April 2026 - NOTED

- c) To Note Finance Report and Bank Balances – Noted

Bank Balances as at 29.6.2026 Lloyds £8625.19 Scottish Widows £3441.48

- d) To Consider Payments of Outstanding Accounts

000649: Autela Payroll Services – Payroll April- June 2026 - £57.37

000650: J Chester, clerk salary May-June as agreed plus expenses Microsoft 365 £84.99 & Paper £7.00

000651: SLCC – Annual Subscription - £66.00

000652: Eyelid Productions – Annual website support – £100.00

D/Debit: HMRC – PAYE May – July - £211.40

D/Debit – Lloyds Bank monthly charges May – July - £15.25

RESOLVED All above payments agreed

11. Highways/Footpaths:

- a) To Note any New Highway & Footpath Defects

RESOLVED The clerk will re-report identified defects especially by the school and around Donnington. Ward Cllr Simmons will check arrangements for traffic control during Lakefest 5-9 August, particularly as it is a diversion route for the Malvern road closure.

- b) To Note Herefordshire Council Request to Identify and List PROW Structures

RESOLVED The clerk will request maps of the parishes to identify boundaries and footpath numbers. She will contact Eastnor Castle as it believed they have a list of PROW stiles, bridges etc on their estate. Cllr Smith advised that in the past he was the Parish Council Footpath Officer and has maps so can identify structures.

12. Information Section / Correspondence / Discussion:

- a) To Review Information and Outstanding Actions - Reviewed and updated.

Councillors were reminded of the importance of setting up and using their .gov emails to comply with GDPR.

b) To Discuss Purchasing Bleed Kits for the Defibrillator

RESOLVED This was considered but risk v location v cost v keeping stock in useable condition so it was AGREED that parish first aid is not in the remit of the parish council and that The Woodshed and Cricket Club were responsible for obtaining kits for their premises.

13. Reports:

None

14. Training: To note any forthcoming training dates – the latest HALC diary has been circulated.

15. To Raise Items for next scheduled Parish Council Meeting (no discussion)

None

16. To Confirm Dates and Time and Location of Meetings for the ensuing year

2026 – Monday 14th September (Eastnor), Monday 30th November (Brooms Green),
2027 - Monday 8th March (Eastnor) Monday 10th May (Eastnor)

Meeting closed at 20.35pm

Signed:..... **Dated:**.....

INFORMATION SHEET

MEETING DATES

2026 – Monday 14th September (Eastnor), Monday 30th November (Brooms Green)
2027 – Monday 8th March (Eastnor), Monday 10th May (Eastnor)

PARISH CLERK UPDATE

- Road defects reported to Locality Steward / Herefordshire Council via website
- Website updated
- .gov website & emails chased
- Policies reviewed and updated where necessary
- Assertion 10 Requirements checked and confirmed
- Year End Accounts Prepared and Internal Audit Completed

GENERAL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – road closure notices *
- Balfour Beatty – Parish Briefing Notes *
- HALC – Information Corner & Training Schedule *
- Herefordshire Council – Talk Community Correspondence *

* Circulated to Cllrs.

OUTSTANDING ACTIONS – These are the consolidated actions outstanding after the last meeting:-

DATE	ACTION	STATUS	AGENDA ITEM	DETAIL
Sept 2025	Clerk	Complete	8a	Request changeover to .gov website and emails (£800 budget)
Sept 2025	Clerk	Ongoing	9c	Update Lloyds Bank Account Mandate and investigate online authorisation of payments
Nov 2025	Clerk	Ongoing	11b	Clerk to check with BT if they are responsible for maintenance of phonebox

Jan 2026	Clerk	Reported	10a	The hedge by Parkway garage needs cutting back. There are potholes in both Eastnor & Donnington parishes in need of repair – Eastnor outside school and along Clenchers Mill Lane. Donnington by noticeboard and on the A417. On the Dymock road it is thought a tree root is blocking a drain. Flooding on the Dymock Road is also occurring by the old pumping station and Highbridge.
March 2026	Clerk	Ongoing	8a	.gov website up and running. .gov cllr emails set up – cllrs to confirm to clerk when successfully working

PLANNING RECORD – (last six months)

251769 – Eastnor Cricket Club, Clenchers Mill Lane, Eastnor HR8 1RR Proposed single storey rear extension to pavilion

PC Comment – support

HEREFORDSHIRE COUNCIL DECISION: Granted 8.8.2025

252217 – Hillview, Hollybush, HR8 1ET Proposed repairs and alterations to Hill View Cottage.

P C Comment – The Parish Council support this application

HEREFORDSHIRE COUNCIL DECISION: Granted 15.10.25

252040 – Hill Farm (Gladwin) \Eastnor, HR8 1EF – Proposed conversion and refit of barns and annexe. Western barn to a dwelling for flexible usage for either holiday/long term let, ancillary accommodation for farmhouse guests. Northern barn to multi use space. Annexe to make it fully habitable. Extension of farmhouse Refacing/rendering courtyard walls. Demolition of modern elements within site. **HEREFORDSHIRE COUNCIL DECISION: Granted 8.9.25**

252105 – St John The Baptists Church, Upper Road, Eastnor, HR8 1RB – T1 Yew - remove ring of ivy from ground level up to head height. All around lower crown up to half height, reduce 2-3m on three sides and by 4m on north side over path. T2 Oak - severe crown lift to 4m to clear stem. T3, T7, T8 Yew - remove ring of ivy from ground level to head height. SG4 Box - no work. G5 Irish Yews - remove ring of ivy from ground level up to head height. G6 Yews x6 - Coppice central stem leaning NE over road.

HEREFORDSHIRE COUNCIL DECISION: Granted 2.9.25

260032 – Hillside, Colwall, WR13 6HR Demolition of existing 1960's domestic additions. Two storey and single storey extensions, retaining wall and landscaping works including some earth moving works to rear garden. To provide multi-generational family home

PC Comment: The Parish Council have no objections to this application

HEREFORDSHIRE COUNCIL DECISION: