

MINUTES OF A MEETING OF THORNBURY GROUP PARISH COUNCIL

HELD ON MONDAY 29TH SEPTEMBER 2025, AT 7 PM IN EDWYN RALPH VILLAGE HALL

Members Present: Cllrs Ashley Ede (Chair), Kitty Edwards (Vice Chair), Jim Farrant, Alan Pitt, and William Keown-Boyd.

Also, Present: Jennifer Eva (Clerk), and Ward Cllr Bruce Baker.

25/25 APOLOGIES

Apologies for absence were accepted from Cllrs Tom Edwards, David Manning, Phil Wildig, and Henry Lewis.

25/26 DECLARATIONS OF INTEREST

None.

25/27 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** to confirm as a correct record and sign the Minutes of the Council Meeting held on Monday 28th July 2025.

The Clerk informed members that the ratification of the draft Minutes of the meeting held on 27th May 2025 should have been on the agenda as they were deferred from the previous meeting. It was noted that these Minutes will now be considered at the next ordinary meeting.

25/28 WARD COUNCILLOR UPDATE

Ward Councillor Bruce Baker provided the following update.

- Recent Ofsted inspection of Herefordshire Council's Children's Services produced positive results.
- Local Government Association peer review found the Council to be good and working hard to improve.
- Hereford bypass plans progressing; southern link road from Rotherwas will be the first phase.
- Herefordshire Council faces a potential funding loss of up to £27 million from Central Government next financial year.
- Highways resurfacing works ongoing, including sections of the B4214 through Munderfield and in Bredenbury.
- Hereford Fire Station (St Owen Street) to be temporarily relocated during 18-month rebuild; crews to operate from Mortimer Trade Park.
- Residents reminded to remain vigilant against new text and phone scams, including fake DWP messages about Winter Fuel Payments.

25/29 PUBLIC SESSION

None.

Ward Cllr Baker left the meeting at 7:40pm.

25/30 FINANCE

1. Members received and noted the finance report from July - Sept 2025 (inc. bank statement totals, spend to date, and bank reconciliations).

At the time of this meeting the Council's bank balances are as follows.

- Current account balance: £7,170.24
- Reserve account balance: £851.03

2. Members ratified the following payments made between meetings.

Payee	Goods / Services	VAT	TOTAL
Autela	Payroll Apr to Jul	£14.50	£87.00
Community Heartbeat Trust	Defib annual inspection	£0	£60.00
HMRC	PAYE mth 4	£0	£73.40
HMRC	PAYE mth 5	£0	£73.40
J Eva	Jul & Aug Salary		

3. Members considered approval of the following invoices for payment.

- HMRC ... PAYE mth 6 ... £73.20
- J Eva ... Clerk's salary for September 2025

It was RESOLVED to approve the above payments via online transfer.

4. Members considered any pre-budgetary considerations for inclusion in the draft budget.

It was RESOLVED to include these additional items for consideration.

- Lengthsman/handyman appointment
- Thornbury phone box refurbishment to house a new defibrillator

It was agreed that the Chairman, Vice Chairman, and the Clerk would meet remotely to prepare a draft budget for the Council's approval at a meeting in November. Members can send the Clerk any further items for consideration before that meeting.

5. To consider the appointment of Ruth Mullett as the internal auditor for 2025/26.

It was RESOLVED to appoint Ruth Mullett as the Council's internal auditor for 2025/26.

25/31 PLANNING MATTERS

Members considered the following application.

[P252587/PA1 - Rose Cottage, Edwyn Ralph, Bromyard, HR7 4LX](#)

Prior approval for a single-storey rear extension. The extension will extend beyond the rear wall of the original dwelling by 8 metres. The maximum height of the extension will be 2.43 metres, and the height at the eaves of the extension will be 2.43 metres. Closing date: 6th October.

Type: Home Notification - Prior Approval

It was RESOLVED to support this application with the condition that hedge planting is undertaken along the boundary line on the south-west corner of Rose Cottage.

25/32 COUNCIL POLICIES

Members reviewed the following governing documents.

1. Standing Orders
2. Financial Regulations

It was RESOLVED to adopt these policies as presented.

25/33 DEFIBRILLATORS

1. Edwyn Ralph

Members noted that the defibrillator was returned to the manufacturer for repair. A replacement machine has been provided, as part of the parish council's agreement with the Community Heartbeat Trust.

2. Collington

No action required.

3. Thornbury

Members agreed that the Parish Council should investigate the feasibility of refurbishing the red phone box, including making it weatherproof and reconnecting the electricity supply, for the purpose of housing a defibrillator. The Parish Council will explore funding options for the purchase of a defibrillator for Thornbury.

Cllr Kitty Edwards proposed holding an annual community fundraiser to support the ongoing maintenance of all three defibrillators, including the replacement of batteries, pads, and other upkeep costs.

25/34 VILLAGE HALL UPDATE

Cllr Ede provided members with a list of upcoming and past events held at the Hall. Members acknowledged the management committee's work to provide the local community with a varied programme of events throughout the year.

25/35 HIGHWAYS / FOOTPATHS / TRAFFIC

Footpaths: Cllr Pitt (Footpaths Officer) had no issues to report.

Traffic / Speeding through Edwyn Ralph: this matter will be raised by a councillor at the next 'Coffee with a Cop' session at the Village Hall.

25/36 INFORMATION AND CORRESPONDENCE

Members noted general updates and correspondence circulated to them via email.

25/37 DATE OF THE NEXT ORDINARY MEETING

Members noted that the next ordinary meeting is scheduled for 24th November 2025.

With no further business, the meeting was closed at 8:13pm

Signed by Cllr Ashley Ede Dated