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# Humber, Ford & Stoke Prior Group Parish Council

*Chairman:*  
Cllr. Hugh Fowler-Wright  
The Cider Mill  
Humber  
Herefordshire HR6 0NE

*Clerk to the Council:*  
Allan Drew  
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Councillors are summoned to the Annual Meeting of the Group Parish Council to be held on

**Wednesday 21<sup>st</sup> May 2025 at 7.30pm  
in Stoke Prior Village Hall**

which will consider the business set out in the agenda below.



12<sup>th</sup> May 2025

Clerk to the Council

Allan M Drew

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## AGENDA

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### First business

#### 30/25 Election of Chairman

- (a) *To elect:* a Chairman for 2025-26.
- (b) *To receive:* the elected Chairman's Declaration of Acceptance of Office

#### 31/25 Election of vice-chairman

*To elect:* a vice-chairman for 2025-26

#### 32/25 Apologies for absence

*To receive:* any apologies for absence.

#### 33/25 Declaration of interests and dispensations

- (a) *To receive and record:* any declarations of interest in agenda items in accordance with the Council's adopted Code of Conduct.
- (b) *To consider:* any applications for dispensations from the rules on participation by members with a disclosable pecuniary interest, in accordance with Standing Order 25.

#### 34/25 Minutes of the last meeting

- (a) *To approve:* the minutes of the Ordinary Meeting held on 19<sup>th</sup> March 2025
- (b) *To note:* any matters for report arising from the minutes not covered elsewhere on the agenda.  
Cost of servicing the church clock at St Lukes, Stoke Prior

#### 35/25 Chairman's Announcements

*To note:* any announcements from the Chairman.

### **36/25 Public participation**

*Under Standing Order 8, any member of the public may make a statement or give evidence to the meeting on any business to be transacted or any other business, and answer questions from councillors. At the discretion of the Chairman such participation may be permitted under the relevant agenda item.*

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## **Annual business – previous year**

### **37/25 Annual reports 2024-25**

- a) *To receive:* a report from the past-Chairman.
- b) *To receive:* a report from the Clerk
- c) *To receive:* reports from representatives on the Village Hall Committees.
- d) *To receive:* reports from PROW officers.
- e) *To receive:* a report from the Community Week committee

### **38/25 Statement of Accounts and Annual Return for 2024-25**

- a) *To receive:* a report from the Responsible Financial Officer
  - b) *To approve:* the Statement of Accounts for the year ended 31 March 2025
  - c) *To approve:* the Bank Reconciliation Statement for the year ended 31 March 2025
  - d) *To consider:* the Internal Audit Report and checklist
  - e) *To approve:* the Annual Governance Statement for year ended 31 March 2025
  - f) *To approve:* the Accounting Statement for the year ended 31 March 2025
  - g) *To approve:* the Period for Exercise of Public Rights for the year ended 31 March 2025
  - h) *To note:* the accounts for 2024-25 will be subject to a Limited Assurance Review by the external Auditor as Council income/expenditure for the year is above the £25,000 threshold.
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## **Annual business – forthcoming year**

### **39/25 Forward Plan**

*To consider:* managing annual Council business throughout the year rather than only at the May meeting

### **40/25 Review of assets, risk assessment and insurance**

- a) *To receive:* the list of fixed assets
- b) *To receive and approve:* an updated Risk Assessment and Management document
- c) *To receive and consider:* the RFO's report and recommendations on Insurance

## 41/25 Dates of meetings for 2025-26

*To receive and approve:* meeting dates for the following year:

Wednesday 16 July 2025, Wednesday 17 September 2025, Wednesday 19 November 2025,  
Wednesday 21 January 2026, Wednesday 18 March 2026, Wednesday 20 May 2026 (Annual Meeting)  
all at 7.30pm.

In line with past arrangements the May 2026 meeting will be held in Risbury as will the January 2026 & March 2026 meetings. The July, September and November 2025 meetings will be held in Stoke Prior Village Hall.

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## Ordinary business

### 42/25 District Councillor

*To receive:* a report from Cllr Baker.

### 43/25 Planning Committee and Planning updates

*To consider for comment:* new applications to be determined by Herefordshire Council

#### **Ford & Stoke Prior**

##### **251098 Land adjoining Croft Gate Farm, Stoke Prior.**

Application for approval of details reserved by conditions 3 & 4 attached to planning permission 20070

#### **Humber**

No new applications

(b) *To note:* updates on current planning applications

#### **Ford & Stoke Prior**

##### **242476 Railway Cottage Stoke Prior HR6 0LQ**

Proposed external insulation and render to gable end and back of house. **Approved with Conditions**

##### **250389 The Dingle Stoke Prior Lane HR6 0NB**

Application for variation of condition 2 of permission P241774/FH to allow minor alterations to the design to raise the height of the roof. **Approved**

##### **241366 Land at Lamb Inn, Stoke Prior, HR6 0NB**

Proposed change of use of the Lamb Inn Public House to use as a single dwelling house and retention of external staircase, first floor terrace and railings.

**Refused**

##### **233094 Priory Farm Stoke Prior HR6 0ND.**

The construction and retention of a rural worker's dwelling, seminar room and a range of eight stables with ancillary tack and hay store. **Approved with Conditions**

##### **223610 Land north of Bowley Court farm**

Change of use from a water storage lagoon to a water and anaerobic digestate storage lagoon (retrospective). **Undecided.**

##### **204437 Plot 1 Land at Old Hall Stoke Prior HR6 0LH**

Proposed construction of a new self-build custom home and garage

**Undecided – on hold due to phosphates**

#### **Humber.**

##### **241806 Oak Tree View Risbury HR6 0NQ**

Proposed Conversion of Building to a self-build dwelling House

**Undecided**

##### **212600 Land adjacent to Risbury Cross Cottage, Risbury HR6 0NG**

Approval of reserved matters following outline approval 181648 (residential development of 6 houses).

**Undecided – on hold due to**

**phosphates**

##### **212473 Dev 1 Land adjacent to Risbury Cross Cottage Risbury HR6 0NG**

Proposed permission for the siting of a caravan to provide accommodation on site during the construction of a dwelling on Plot 5 approved under application ref 181648.

**Undecided- on hold due to phosphates.**

**211802 Land at Gob's Castle Risbury Leominster Herefordshire**

Application for approval of details reserved by conditions 3 7 9 10 11 12 13 15 18 19 & 21 attached to planning permission 173687. **Undecided**

**193259 New House Farm Risbury HR6 0NQ**

Outline planning for proposed housing development on land at New House Farm. Pending S106 agreement. **Undecided**

**44/25 General Financial Matters**

*To consider:* Purchase of a replacement computer in preparation for Windows 11

*To consider:* opening an interest bearing deposit account for reserves/surplus funds

*To consider:* Salary award to the Clerk for 2023-24

*To approve:* the authorisation of payments

**45/25 Lengthsman & PROW**

*To receive:* update on appointing a new Lengthsman for 2025-26

*To receive:* update on current Lengthsman activities including participation in 2025-26 scheme

*To consider:* any other works required within the Group Parishes.

**46/25 Flood Group**

*To receive:* any update on flood prevention/mitigation initiatives

*To consider:* any plans for summer flood prevention works

**47/25 Current projects**

*To receive:* any updates on current projects

Traffic & Road Safety

Cllrs. Grace & Marston

Environment

Cllrs. Yair & Hinton

*To consider:* new projects for 2025-26

**48/25 Matters for information and future business**

*To note:* any other matters for information or future decision.

The next meeting will be on Wednesday 16<sup>th</sup> July 2025 in Stoke Prior Village Hall

The chairman will close the meeting.