



Yarkhill Parish Council

Minutes of the meeting of the Full Council held on

Thursday 2nd July 2026 at 7.00pm

At Yarkhill Village Hall, Yarkhill, Herefordshire, HR1 3ST.

Present: Cllr I Carr – Chair
Cllr L Alfrey, S Kirby, N Higham, and J Snell.

In attendance; Members of the Public:

Two members of the public present

Also Present: Cllr Jonathan Lester, Herefordshire County Council.

1. Apologies, Declarations of Interest and Requests for Dispensation

a) To receive apologies for absence:

Apologies were received from Mr M Greenfield, Clerk and Responsible Financial Officer.

There were no Declarations of Interest.

b) To approve reasons for absence:

The absence of the Clerk and reasons for it were approved and accepted.

2. To confirm and sign the minutes of the meeting held on [4 June 2026](#)

It was proposed that the minutes of the meeting held on Thursday 4th June 2026 be accepted and read as correct.

RESOLVED: That the minutes of the meeting held on 4th June 2026 be approved and signed as a correct record.

The minutes were duly signed by the Chairman.

3. To receive questions from members of the public in attendance

A parishioner who has worked at skew bridge, needs more weed killer to continue work and finish the work.

Action: The Council noted that any additional weed killer would not be funded by the Parish Council.

A Parishioner raised concerns regarding overgrown verges affecting visibility and road safety, including high speeding vehicles. The Clerk was requested to raise the matter with Herefordshire Council.

Action: Clerk to send an email to Cllr Lester with these concerns.

A parishioner spoke of concerns of the deer run across main roads in the parish and could signage be put up to warn motorists of the danger.

Action: Clerk to send an email to Cllr Lester at Herefordshire Council requesting new signage.

A parishioner spoke of Stoke Edith T-junction and explained it needs reflectors.

Action: Clerk to email Cllr Lester requesting he speaks to Simon Hobbs on this matter.

Cllr Jim Snell spoke on behalf of parishioners regarding the bridleway and asked for an update.

Action: Cllrs proposed a working group to be set up to deal with these and future issues.

RESOLVED: That the above actions be approved.

RESOLVED: That a Working Group be established to consider future developments in Yarkhill.

4. To receive brief reports from parish representatives and the Ward Councillor

Cllr Lester reported the following, in summary:

We welcome Paul Satoor the new Chief Executive of Herefordshire Council, Paul took over the role on 6th June, from the outgoing chief Paul Walker, after 5 years in the role. His aim is to improve all services across all sectors.

We have now replaced Balfour Beatty with M Group, as from the 1st of June the new contractor will do all the maintenance repair work, but Herefordshire Council will do all quality checks, looking to be satisfied with the quality of work, they have a completely different approach towards fixing potholes.

We hope to see a difference.

Herefordshire children's services were placed under caution, but due to huge improvements with a rating of good with outstanding leadership and

management, we have now applied to the government to have the statutory intervention notice lifted.

The government is going to introduce a new planning regime where 99% of planning applications will be dealt with by planning officers rather than referred to the Planning Committee.

The Government boundary commission is reviewing all of the 53 wards in Herefordshire; the council will retain 53 councillors.

The Shire Hall project with plans to transform the library and museum was given £20 million worth of funding for renovating the museum in broad street to a state-of-the-art centre.

But due to issues associated with a historic building and the state of the building, more funding is needed to progress with this project.

5. Clerk's Report

- a) to receive a verbal report for information only
 - i. Certificate of Exemption relating to the AGAR has been sent to the External Auditor' response awaited.
 - ii. ICO Case regarding a resident (item 14 of 4th June 2026 meeting) has been closed by the ICO following the satisfactory supply of the information requested by the resident.
 - iii. .gov.uk emails – update provided awaiting information from HALC.
- b) to note correspondence received

6. Financial matters

- a) To note payments made since the last meeting:
 - HMRC NI&Tax £61.46.
 - E Greenfield - Office Expenses £63.19.
 - Bosbury Parochial Church Council £180.00.
- b) To consider and agree accounts for payment, as per the payment schedule circulated to members
 - i. Room Hire - £16.00.
 - ii. E Greenfield expenses £34.82.
 - iii. Autela Payroll Services (£146.13 plus £29.23 VAT).
 - iv. HMRC NI&Tax £61.46.

RESOLVED: That the payments be approved, as per the payment schedule.

- c) To note receipts since the last meeting
 - None received.

d) To consider and approve the Monthly Bank Reconciliation to 31 May 2026
Balance in the account as of 31 May 2026 is £15,101.19.

7. Planning Matters

a) To consider response to the following planning applications

None received.

Application Portal for Yarkhill Parish.

None received.

b) To note planning decisions

None received.

8. To appoint a Tree/Pond Officer (Volunteer) and other volunteer roles for Yarkhill Parish Council

Peter O’Niel was proposed to the role.

RESOLVED: That Peter O’Niel be appointed as Volunteer Tree/Pond Officer

9. To consider and adopt Terms of Reference for Working Groups

Members considered the proposed Terms of Reference.

RESOLVED: That the Terms of Reference for Working Groups be adopted.

Action: All are on website and are available for everyone to view

10. To receive updates from Working Groups & Tree/Pond Officer (Volunteer)

a) Finance Working Group
No Matters to report.

b) Planning Working Group
No Matters to report.

c) Tree/Pond Officer (Volunteer)

Parishioner has requested help with the pruning of two oak trees - see Item 11.

Trees on A4103 Crewspitch: Concerns were raised regarding the condition of trees on the verge near Crewspitch, and the Clerk was asked to report these concerns to Herefordshire Council.

Action: Clerk to write an email to Simon Hobbs

Also to make it public knowledge about the portal, M Group and where to send these reports to.

To put forward an accident log of information on all accidents that happen on the roads of the village.

RESOLVED: That an accident log be established.

d) Lengthsman and Drainage Scheme

No matters to report.

e) Website and Media

No matters to report.

11. To consider and decide on trees to be pruned.

Parishioner has requested help with the pruning of two oak trees.

RESOLVED: That the Council is unable to undertake work on privately owned trees, and to suggest alternative support for the resident.

12. Date, time and venue of next meeting

Thursday 3 September 2026, 7.00pm, at Yarkhill Village Hall, Yarkhill,
Herefordshire, HR1 3ST

Yarkhill Parish Council

Schedule of payments to be approved on Thursday 2nd July 2026

Number	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments made since last meeting							
							£ -
						£ -	
Payments Due						£ -	£ -
	Yarkhill Village Hall	Cheque	Room Hire 04.06.2026		£ 16.00	£ -	£ 16.00
	E Greenfield	Cheque	Ink & Printing (apportion of cost); Mobile telephone Number June 2026		£ 34.82	£ -	£ 34.82
	Autela Payroll Services Ltd.	Cheque	Payroll Charges: 01.08.2025- 30.11.2025 Months August, September, October, November 2025		£ 88.00	£ 17.60	£ 105.60
	Autela Payroll Services Ltd.	Cheque	Payroll Charges: 01.12.2025 - 31.03.2026 Months December, January, February, March		£ 58.13	£ 11.63	£ 69.76
	HMRC	Cheque	HMRC Tax & NI June 2026		£ 61.46	£ -	£ 61.46
							£ -
			Total payments this month excl. salaries				£ -
					£ 258.41	£ 29.23	£ 287.64
FOR INFORMATION							
Total of payments made through grants received:							
Total of payments made as a grant					£ -	£ -	£ -
						£ -	£ -

Total paid as salaries (net)								
Total paid as salaries (net) June 2026								£ 826.73
Total tax & NI on June salaries								

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