

CUSOP PARISH COUNCIL

MINUTES of a meeting of Cusop Parish Council held on Wednesday 10th June 2026 at 7 p.m. at Cusop Village Hall, Cusop, Herefordshire.

PRESENT: Councillor John Ievers (Chairman) and Councillors John Gibson and Joe Emmett.

In attendance: David Thame (Clerk)
Councillor Philip Price (Herefordshire, Golden Valley North)

2026/20. Apologies for absence

Apologies were received from Councillor Nick Blayney. Councillor George Gilbert was absent.

2026/21. Declarations of Interest/Requests for Dispensations

None.

2026/22. Minutes

It was **RESOLVED** to approve as a correct record the minutes of the meeting held on 13th May 2026 (copies previously circulated), and that they be signed by the Chairman accordingly.

2026/23. Chairman's Announcements

The Chairman thanked Councillor Gibson for undertaking weekly inspections of the playground.

2026/24. Co-Option of Parish Councillor (Minute 2025/152)

The Council further considered the co-option of a member to replace Cheryl Hyde (resigned 13th December 2025). Members indicated an intention to approach potential candidates.

2026/25. Public Session (15 minutes)

Councillor Price drew attention to proposals for National Grid works on the B4348 as it approaches Peterchurch. Efforts have been made to mitigate road closures.

Councillor Gibson asked about signs indicating a closure of Cusop Dingle U75246 from 16 June for three days, a closure not listed on the Streetworks weekly register.

Councillor Gibson asked about the likely consequences for road safety and traffic management of a recent road traffic accident at the junction of Hardwicke Road B4348 with C1205.

Councillor Price undertook to understand why the proposed traffic regulation order for Newport Street does not appear to have proceeded.

Golden Valley Police reported in writing that there had been no incidents.

2026/26. Playground Refurbishment/Section 106 funding (Minute 2025/160)

The Clerk reported that, following the last meeting, Herefordshire Council was now inviting quotes from six landscape architects to complete a draft master plan to a maximum budget of £3,000. It was anticipated that there would be two in-person meetings with the consultants in order to first define ambitions for the site, and a second to examine a draft master plan. It was envisaged that the contract would begin 22nd June, and last 6-8 weeks.

It was **RESOLVED** to hold a further public meeting as the design process proceeds, and that the Clerk in consultation with the Chairman make the necessary arrangements.

2026/27. Newsletter

The Council considered a draft newsletter to be hand delivered to residents providing information on Council projects, including the NDP and the playground. It was **RESOLVED** to print and publish the newsletter, and that the invoice arising be settled immediately.

2026/28. Traffic calming/speed indicator devices

The Clerk reported that he had submitted the structures license to the Traffic Management Team at Herefordshire Council indicating white traffic calming gates at the location prescribed by the team at the 30mph markers 595 metres from the Powys border. He had received no reply. The contractors had indicated an installation date on 29th July. It was **RESOLVED** that the report be noted and the matter, including the cost of installation, be considered at the July meeting.

The Clerk reported that he was awaiting a date for the installation of the concrete plinth necessary for the speed indicator device at Hardwicke Road.

2026/29. Traffic Regulation Order, Cusop Dingle

The Council received a report from Councillor Blayney on proposals to introduce parking restrictions on a section of Cusop Dingle approaching Blenheim House following an online meeting with traffic consultants. There have been no recent representations on this matter, and none from the Parish Council. Herefordshire Council would inspect the site. If Herefordshire decide to proceed there will be statutory consultations with the Parish Council.

2026/30. Annual Governance and Accountability Return 2025/26

The Council received the cash book and bank reconciliation for 2025/26 (previously circulated).

The Council received the Annual Internal Audit and Internal Auditor's Review. After discussion it was **RESOLVED** to note the Annual Internal Audit report.

In the light of the internal audit report, the Council considered the Annual Governance Statement (Section 1) and **RESOLVED** to approve the Annual Governance Statement showing affirmative answers to all substantive questions.

The Chairman and the Clerk signed the Annual Governance Statement.

The Council considered The Accounting Statement (Section 2), which had been signed by the Responsible Financial Officer on 13th April 2026 prior to submission to the internal auditor, copies having been previously circulated to members. After discussion it was **RESOLVED** to approve the Accounting Statement.

The Chairman signed the Accounting Statement.

The Responsible Financial Officer indicated that he proposed to give notice of the exercise of public rights on Friday 12th June 2026 and that the dates for the commencement and termination of the period of the exercise of public rights would therefore be Monday 15th June 2026 to Friday 24th July 2026. It was **RESOLVED** to publish the notice on the website and on parish noticeboards.

2026/31. Financial Report

The Council considered the report of the Clerk/Responsible Financial Officer, including the cash book with budget monitoring (previously circulated, now attached). At the date of this report the deposit account balance was £23,116.00 and of the T1 current account was £1,338.00. The Clerk reported that it is still too early in the year to come to meaningful conclusions about progress against budget lines, except salaries, where payments are running rather lower than budgeted expectations. Inflated spending on lengthsman's work is due to a late payment from 2025/26 moving into the 2026/27 accounts.

It was **RESOLVED** to transfer £1,700 from the deposit to the current account.

It was **RESOLVED** to increase the travel allowance from 45p to 55p per mile from 1st April 2026.

It was **RESOLVED** to appoint Councillor Gibson to conduct the quarterly verification of bank reconciliation to 30th June 2026.

It was **RESOLVED** to approve the following invoices for payment:

PV165 GWG Tree & Garden Care (playground)	£60.00
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It was **RESOLVED** to note the following invoices paid under recurring or delegated authority:

PV167 HMRC Tax month 2	£184.25
PV166 Salary tax month 2	£564.32
PV164 Clear Councils Insurance	£848.60

2026/32. Dates of Future Meetings

It was **RESOLVED** to meet on the following occasions up to the start of the new municipal year:

Wednesday 8th July 2026
Wednesday 14th October 2026
Wednesday 11th November 2026
Wednesday 13th January 2027
Wednesday 10th March 2027
Wednesday 12th May 2027 (Annual Meeting)
and thereafter on the second Wednesday of each month except in August and December.

2026/33. Urgent Business Between Meetings Policy

The Council considered and reviewed the urgent business between meetings policy and **RESOLVED** to re-adopt the policy.

2026/34. Complaints Policy

The Council considered and reviewed the complaints policy, and **RESOLVED** to re-adopt the policy with the removal of paragraphs 11 and 12 because they introduce an unhelpful adversarial element into a process intended to review and learn lessons.

2026/35. Grievance & Disciplinary Policies

The Council considered and reviewed the grievance and disciplinary policies, and **RESOLVED** that the policies be re-adopted.

2026/36. Unreasonable Behaviour Policy

The Council considered the review of the unreasonable behaviour policy. The Clerk reported that it was desirable that the policy embraced the guidance on vexatious requests issued by the Information Commissioner's Office in respect of freedom of information requests and after discussion it was **RESOLVED** that the Clerk report to a future meeting on appropriate amendments to the unreasonable behaviour policy.

The meeting closed at 8.15 p.m.

Confirmed as a correct record:

Signed _____ Date _____