CREDENHILL PARISH COUNCIL

Councillors,

You are summoned to the Annual Meeting of the Parish Council followed by
an Ordinary Parish Council Meeting
to be held at
Credenhill Community Hall
Station Road, Credenhill, Herefordshire. HR4 7EY.
on
Wednesday 19th May 2020
Meeting to commence at 19:00
Members of the Public and Press are welcome by prior arrangement with the parish clerk.

Mr Lee Harper-Smith
Parish Clerk
07956 447 056
clerk@credenhill-pc.org.uk
14th May 2020

ANNUAL MEETING OF THE PARISH COUNCIL AGENDA

1. **Apologies for Absence**

2. **Minutes**

To approve the minutes of the Annual Meeting of the Parish Council held on 20th May 2020

3. **Chairman**
   - 3.1. Receive report from Chairman for 2020/21
   - 3.2. Election of Chairperson for 2021/22
   - 3.3. Declaration of acceptance of office of Chairperson

4. **Vice Chairperson**
   - 4.1. Election of Vice Chairperson for 2021/22
   - 4.2. Declaration of acceptance of office of Vice Chairperson

5. **All Councillors to up-date their Notice of Registrable Interest Forms if applicable within 28 days**

6. **To review and adopt Policies and Procedures:**
   - 6.1. Standing Orders
   - 6.2. Finance Regulations.
   - 6.3. Code of Conduct.
   - 6.4. Information Policy.
   - 6.5. Approve Risk Assessment schedule.

7. **Finances:**
   - 7.1. To receive and adopt the Accounts for the Financial Year ended 31st March 2021.
   - 7.2. Sign Section 1 – The Annual Governance Statement.
   - 7.3. Sign Section 2 – The Accounting Statements.
   - 7.4. To confirm Bank Signatories and agree future Banking Arrangements.
   - 7.5. To appoint Internal Auditor.
   - 7.6. To review and decide on Insurance Provision from 1st June 2021.
   - 7.7. To approve Land and Assets Register.

8. Agree Parish Working Groups

9. **Agree meeting dates for the coming year.**

CREDENHILL PARISH COUNCIL

ORDINARY PARISH COUNCIL MEETING AGENDA

1. Apologies for Absence - To receive and accept apologies for absence.

2. Declarations of Interest & Dispensations

2.1. To receive any declarations of interest in agenda items from Councillors.
2.2. To consider any written applications for dispensation

3. Speakers

Opportunity for visiting speakers to address council and the public in attendance.

3.1. Update from Ward Councillor Bob Matthews.

4. Public Question Time

Opportunity for members of the public to raise issues or ask the Parish Council questions.

5. Minutes

To approve and sign the Minutes as a true record of the Ordinary Parish Council Meeting held on 21st April 2021.

6. Financial Report – Appendix A

6.1. Confirmation of Bank Balances
6.2. Receipts
6.3. Invoices for Payment

7. Planning Applications

Reference	Details	CPC Status	HC Previous Status	HC New Status
P211251/FH	1 Dovecote Lane - Proposed replacement of existing conservatory with single- storey rear extension.	NEW	NEW	Comments by 04/06/2021
P211099/J	St Marys School - Works to trees covered by TPO – 25-30% reduction.	Comments Submitted – Support	Comments by 05/05/2021	Consent Granted
P193794/O	Land South of A480 – Up to 100 Houses –S106 Agreement Signed	Comments Submitted - Mixed	Determine by 08/01/2021	Approved with conditions

8. To receive reports from working groups

8.1. Finance (AS, TS, ML)
8.2. Community Hall (TS)
8.3. Footpaths (PB)
8.4. Shops/Businesses (DP)
8.5. War Memorial (DE)
8.6. Flood Alleviation Scheme (JB)
8.7. Schools (RD)
8.8. Roman Park (JH, RN)
8.9. Social Club (PW)
8.10. Asset Management (ML, PW, TS)
8.11. COVID19 Emergency (All)
8.12. Community Centre Sign (ML,PA,PW,TS)
8.13. A480 Bus Shelter (PW, PA, DE & TS)

9. Matters arising since last meeting:

9.1. Message from Herefordshire Council's New Chief Executive: As Chief Executive, what is the one thing I can do to make your role as parish councillor better? Please do send across any suggestions and comments to ChiefExecutive@herefordshire.gov.uk as I am keen to help the council improve its support for parish councils.

9.2. Request to support the efforts by KLEEN (Kington Local Energy & Environment Network) who are progressing a campaign to restore evening buses on the 461/2 bus route between Kington and Hereford which passes through Credenhill.

9.3. Comments submitted on planning application P211099/J by the Parish Council on 04/05/2021 but ignored on the officers report completed on 05/05/2021.

9.4. Clarification received on how to adjust the precept to ensure no increase to residents.

9.5. Lateral flow testing in communities

10. Public Question Time

Further Opportunity for members of the public to raise issues or ask the Parish Council questions.

11. Confirmation of the next Ordinary Parish Council Meeting, Time, Date & Place.

7.30 pm, 16th June 2021, at a suitable venue TBC; a summons and notice will be provided nearer the time.