

BISHOPSTONE GROUP PARISH COUNCIL

Councillors are duly summoned to attend the
Annual Parish Council Meeting
on
Wednesday 17th May 2023
following the Annual Parish Meeting – starting at 7.00p.m.

AGENDA

- 1.To Elect a Chair of the Council.
 - 1.1 Chairman to sign a Declaration of Acceptance Office.
2. To welcome newly and re- elected Parish Councillors and all to sign Declaration of Acceptance of Office,
3. To Elect Vice Chairman of the Council
4. To Elect Responsible Finance Officer
5. To Receive Apologies for Absence
- 6.To Receive Disclosable Pecuniary, Non- Disclosable, Pecuniary and Non-Pecuniary interests plus written requests for dispensation.
 - 6.1. All new Councillors to sign a Register of Interests. All re-elected Councillors to declared new or changed interests to their original register.
7. Election of Council Representatives
 - 7.1 Footpath Officer
 - 7.2 Planning Officers
8. Chairman's Report
 - 8.1 Ward Councillor Report
 - 8.2 Update onTRO – A 483
 - 8.2 Open Session - 8.3 Close Open session
9. To Approve Minutes of Meeting held on Tuesday 8th March 2023
 - 9.1 To confirm letter sent to Sir Harry Cotterell
 - 9.2 Update on jubilee trees
- 10.Finance Matters: previously circulated.
 - 10.1 To Approve the Annual Governance Statement for 2022-2023
 - 10.2 To Approve the Annual Accounts for 2022-2023
 - 10.3 To approve the Certificate of Exemption 2022-2023
 - 10.4 To elect Internal Audit for 2023-24.
 - 10.3.1 Agree donation to Internal Auditor
 - 10.4 To consider Clerks annual increment/hours – 2023-2024

10.5 To consider and approve the outstanding invoices for April 23 - schedule of payments circulated.

10.6 All Councillors to sign election expenses form.

10.7 To confirm 2023-2024 hire fees Village Hall.

11. To review Official documents and adopt Standing Orders /Financial Regulations/Financial Risk Assessment/Safe Guarding Statement/Complaints Procedure/revised Code of Conduct and Data Protection Policy.

11.1 To consider renewal of Parish Council Insurance Policy 2023-2024 – circulated

11.2 To confirm D C Gardening Contract 2023-2024 and receipt of Insurance Policy.

12. Planning :

Planning Consultation - 230681 - Cork And Bottle Barn, Mansel Lacy, Hereford, Herefordshire

Proposed removal of condition 2 of planning permission 82/575 (Conversion of first floor of outbuilding to a first floor flat) - to regularise the current arrangements. The barn has been let as a full time home since 2002 and in separate ownership.

Applicant: Mrs Allison White

Planning Application 230773 – Bishopstone House, Bishopstone Herefordshire

Outdoor riding arena for domestic use – sand and fibre surface with timber fencing.

Applicant: Mr Nick Mason

13. Brief update on 'Making space for Nature in our Parish'

14. Items for the Next Agenda ([no discussion]):

15. Date of the Next Parish Council Meeting as Wednesday 12th July 2023 with possible speakers (yet to be confirmed) David Bailey and his Colleagues, Iain Carter, Countryside Manager and Anna Watts, Estate Manager, both work for the National Trust in Herefordshire - they are to talk about their plans for The Weir.

Signed: *Lesley Hay*

Bishopstone and Group Parish Clerk

Date: May 2023