

## HAMPTON BISHOP PARISH COUNCIL

Parish Councillors are summoned to attend the Annual Meeting of the Parish Council on  
Thursday 28<sup>th</sup> May 2020 at 19.30 pm

### VIA ZOOM

<https://us02web.zoom.us/j/86998856754?pwd=SHZUa0VTSDN6R3pYQ0VZitKQ1dEUT09>

Meeting ID: 869 9885 6754

Password: 568239

### A G E N D A

1. To elect a Chairman.
2. To elect a Vice Chairman.
3. To receive apologies for absence.
4. To receive declarations of interest & written requests for dispensation.
5. **Open Session**
  - 5.1 To receive a brief verbal report from Ward Councillor John Hardwick.
  - 5.2 To receive a report from the Co-ordinator of the PC Resilience Working Group.
  - 5.3 To receive the views of local residents on parish matters.
6. To consider minutes of the previous meeting ... 7<sup>th</sup> January 2020.
7. **Annual Governance and Accountability Return (AGAR) – to consider:**
  - 7.1 Internal audit report.
  - 7.2 Governance statements.
  - 7.3 Accounting statements.
  - 7.4 Submission of an exemption certificate.
  - 7.5 Dates for the public to exercise their rights.
8. **FLOODING ISSUES**
  - 8.1 To note eligibility criteria for flooding grants.
  - 8.2 To consider renewing discussion with Environment Agency re provision of a parish pump.
9. **Finance**
  - 9.1 To note payments made under clerk's delegated powers:
    - 9.1.1 HMRC ... £153.20
    - 9.1.2 Autela Payroll Services ... £57.18 (including £9.53 VAT)
    - 9.1.3 Parish Clerk salary for January/February/March.
    - 9.1.4 Hedge-cutting in Church Road ... £100.00.
    - 9.1.5 Removal of overgrown trees opposite Daggy Powell's Lane ... £60.00.
  - 9.2 To consider the following payments:
    - 9.2.1 Annual insurance premium
    - 9.2.2 River Lugg Internal Drainage Board ... annual fee of £15.39.
    - 9.2.3 Clerk's salary for April & May.
  - 9.3 To note receipt of the first half of the annual precept ... £8,7500.
  - 9.4 To note grant from Fastershire of £71.94 towards zoom costs.
  - 9.5 To note imminent invoice from Herefordshire Council for 2019 election costs.

**10. Village Hall ...** To consider funding cost of defibrillator cabinet ... £466.80.

**11. Planning ...**

To comment on applications for determination by Herefordshire Council:

- 11.1 Court Farm ... 201347 ... Change of use of building from agricultural to B8 storage.
- 11.2 Court Farm ... 201368 ... Erection of single-storey extension.

To note planning permissions:

- 11.3 Land at Box Tree Cottage ... P193908/XA2 ... Approval of details reserved by condition.
- 11.4 Court Farm ... P200899/XA2 ... Approval of details reserved by condition.
- 11.5 Land to the north of the A438, Tupsley ... 194009 ... Development of 6 custom build dwellings and associated works (Resubmission of P184650/F).
- 11.6 Land north of A438, Tupsley ... 200026 ... Development of 4 custom build dwellings and associated works.
- 11.7 Loansdean – Rectory Road ... 201066 ... Proposed single storey rear extension.

Trees:

- 11.8 2 Orchard Cottages, Whitehall Road ... 201224 ... Proposal to fell a single sycamore which is in danger of damaging the soil pipe leading out to our septic tank, by its roots.

Planning queries from local residents:

- 11.9 Working operation times for Court Farm digestate delivery.
- 11.10 Likely timeframe for decision on application 191522 – Whitehall Farm storage units.

**12. Licensing application**

- 12.1 To note successful Licence application for Colcombe House Cider – Whitehall Road.

**13. Village Maintenance Contractor:**

- 13.1 To note payments made under Clerk's delegated power ... £115.50 for March 2020.
- 13.2 To consider outstanding payments for April £250.00 and May £250.00.
- 13.3 To consider contract for financial year 2020/2021.

**14. To consider delegated powers to clerk:**

- 14.1 To make payments within budget between meetings when necessary.
- 14.2 To make comments on planning applications between meetings when necessary.
- 14.3 To progress parish council business between meetings as necessary.

**15. To consider membership of Parish Council Working Groups:**

- 15.1 Planning.
- 15.2 Finance.
- 15.3 Resilience.

**16. Play Area ...** To note annual inspection booked for July @ £58.60.

**17. Footpaths ...** To receive a report from the Footpaths Officer – Jayne Frankland.

**18. To note information items**

**19. To raise items for next meeting on 23<sup>rd</sup> July 2020 ... No discussion.**

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