

BURGHILL PARISH COUNCIL

Councillors are summoned to the Annual meeting of Burghill Parish Council to be held Wednesday 10th May 2017 at 7.30pm in the Simpson Hall

AGENDA

- 1. To elect Chair and Vice-Chair**
- 2. To accept apologies for absence**
- 3. To receive declarations of interest and written requests for dispensation**
- 4. Minutes** - to approve and sign minutes of meeting held on 12th April 2017
- 5. Planning: to consider the following applications**
 - a) Consider and agree response to planning application 171055, to be determined by Herefordshire Council, Hive Cottage, Towtree Lane, Burghill, Herefordshire, HR4 7AW, replacement of an old flat roof extension, that has a leaking roof and no insulation, with a new, larger, pitched roof extension. New area to be insulated and to contain a downstairs toilet and enable the kitchen to be contained in one room. Improvements to site drainage and sewerage after removal of current flat roof structure.
 - b) Consider and agree response to planning application 163656, to be determined by Herefordshire Council, Three Shires Nurseries, Canon Pyon, Herefordshire, HR4 8NL, removal of condition 11 and variation of condition 9 of planning permission 151110.
 - c) Applications update
- 6. Neighbourhood Development Plan** - update
- 7. Public participation session (max 10 mins)** members of the public are invited to speak or raise a matter for consideration at a future meeting.
- 8. To appoint officers:**
 - a) Commons Working Group (previously D Bishop, A Stokes, P Groves, P Eagling)
 - b) Tree Warden (previously Mr Terry Peters supported by Bernie Green)
 - c) Simpson Hall representative (previously D Price)
 - d) Copse Leisure Trust representatives (previously I Watkins & M Ellis)
 - e) Footpaths officer (previously M Doughty)
- 9. Update from Ward Councillor Pauline Crockett**
- 10. Finance:**
 - a) Consider Annual Governance Statement for 2016/17
 - b) Consider Annual Internal Audit Report for 2016/17
 - c) Consider Annual Accounts for 2016/17
 - d) Consider the Annual Risk Assessment 2017
 - e) **Payment of invoices:**
 - P Scholes - Clerk salary
 - P Scholes - Expenses £22.72
 - Game & Company - Insurance £347.49
 - Cartridge Save - (paper and cartridges NDP) - £365.24
 - Simpson Hall - room hire - £124.00
 - Herefordshire Council - (copies of register of interests) - £10.40
 - Richard Mills - Lengthsman work - £321.60
 - f) Employment matters
- 11. Lengthsman & P3 scheme update**, report work for the lengthsman to clerk and potholes etc to Balfour Beatty
- 12. Registration of the Commons**
- 13. Commons - update**
- 14. Website - update**
- 15. Correspondence, HALC and NALC updates**
- 16. Items for next meeting**
- 17. Date of next meeting: Wednesday 14th June 2017**