

BURGHILL PARISH COUNCIL

Councillors are summoned to the Annual meeting of Burghill Parish Council
to be held Tuesday 14th May 2019 at 7.30pm in the Simpson Hall

AGENDA

- 1. To elect a Chairman and Vice Chairman**
- 2. Co-Option of Councillors**
- 3. To accept apologies for absence**
- 4. To receive declarations of interest and written requests for dispensation**
- 5. To remind Councillors to update their Notice of Registrable Interests**
- 6. Adoption of Herefordshire Council's Code of Conduct (May 2018)**
- 7. Minutes** - to approve and sign minutes of meeting held on 9th April 2019
- 8. Public participation session -**
 - a) Brief verbal report from Ward Councillor Pauline Crockett
 - b) Receive views of local residents on local matters (max 10 mins - members of the public are invited to speak or raise a matter for consideration at a future meeting)
- 9. Planning: to consider the following applications**
 - a) (AV) Consider and agree response to planning application 191495/AM, to be determined by Herefordshire Council, Land adjacent The Old Chapel, Tillington, Hereford. Proposed non-material amendment to P172420/F (Proposed single storey dwelling) - For permission to site a mobile home on the building plot as owner's accommodation for the duration of the construction period.
 - b) Application update
- 10. To appoint officers:**
 - a) Commons Working Group (previously A Stokes, P Groves, P Eagling and A Walshe)
 - 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 S Ware)
 - f) Finance Working Group FWG (previously J Pudsey, S Hairsnape & The Clerk P Scholes)
- 11. To designate lead roles & membership for:** i) Planning ii) Finance and Governance iii) Environment & Road Safety
- 12. Finance:**
 - a) Consider and approve Annual Governance Statement for 2018/19
 - b) Consider and approve Annual Internal Audit Report for 2018/19
 - c) Consider and approve Annual Accounts for 2018/19
 - d) Consider and approve the Annual Risk Assessment 2019
 - e) **Payment of invoices:**
 - P Scholes - Clerk salary
 - P Scholes - Expenses £25.32
 - Richard Mills – Lengthsman - £
 - Game & Company (Annual Insurance) £407.05
 - Heather Worth (Internal Audit) - £45.00
 - Arbortech (Tree Surgeon) - £180.00
 - Simpson Hall (Room Hire) - £84.00
- 13. Lengthsman & P3 scheme update**, report work for the lengthsman to clerk
- 14. Commons update**
- 15. Dog fouling**
- 16. Community Website**
- 17. Correspondence, HALC and NALC updates**
- 18. Items for next meeting**
- 19. Date of next meeting: Tuesday 11th June 2019**