

HAMPTON BISHOP PARISH COUNCIL

**Parish Councillors are summoned to attend the Annual Meeting of the Parish Council on Thursday
23rd May 2024 at 19.00 in the Village Hall**

A G E N D A

- 1. To elect a Chair.**
- 2. To elect a Vice Chair.**
- 3. To receive apologies for absence.**
- 4. To receive declarations of interest & written requests for dispensation.**
- 5. To co-opt to fill a current vacancy.**
- 6. To consider minutes previous meetings held on 28th March & 19th April.**
- 7. To consider membership on PC Working Groups:**
 - 7.1 Planning.
 - 7.2 Finance.
 - 7.3 Parish Land (including Orchard).
 - 7.4 Suggested new Group re Flooding/Drainage Matters.
- 8. To consider appointment of officers:**
 - 8.1 Tree Officer.
 - 8.2 Footpaths Officer.
- 9. To consider delegation of powers to Parish Clerk:**
 - 9.1 Spend within agreed budget between meetings.
 - 9.2 Comments on planning applications between meetings.
- 10. Open Session:**
 - 10.1 To receive an update from the Chair.
 - 10.2 To receive a brief verbal report from the recently elected Ward Councillor.
 - 10.3 To receive the views of local residents on parish matters.
- 11. Play Area**
 - 11.1 To consider quotes for repairs to climbing ramp for slide and bars.
 - 11.2 To note booking for annual inspection.
- 12. Parish Orchard:** To consider request for parking on orchard during fete.
- 13. Bishop Fields**
 - 13.1 To consider request for youth facility such as BMX track.
 - 13.2 To fund installation of SID in Bishop Fields estate.
 - 13.3 To note remedial work on Holywell Gutter Lane using Section 106 monies.

14. Planning

- 14.1 To note submission of PC objection to proposed development on Lugg Meadows.
- 14.2 To consider Kirkwells representing PC if application goes to Committee.
- 14.3 To consider Application 241250 Hampton House, Church Lane. Trimming of overhanging branches of a row of Yew trees against the boundary with the neighbouring property.

15. Finance

- 15.1 To note Bank balance as £101,316.28
- 15.2 To note receipt of first half of precept ... £10,500.00.
- 15.3 Audit 2022/2023 ... To consider documents for AGAR submission:
 - 15.3.1 Internal Audit Report.
 - 15.3.2 Governance Statements.
 - 15.3.3 Statement of Accounts.
 - 15.3.4 Exemption Certificate.
 - 15.3.5 Dates for exercise of public rights.
- 15.4 To consider payments:
 - 15.4.1 Annual Insurance renewal.
 - 15.4.2 River Lugg Internal Drainage Board annual fee ... £13.77.
 - 15.4.3 Clerk's salary May.
 - 15.4.4 HMRC £78.40.
 - 15.4.5 Parish Contractor (April) £268.00.
- 15.5 To note payments made by Clerk under delegated powers:
 - 15.5.1 RJ & JR Barrell – Hedge trimming in February ... £120.00.
 - 15.5.2 Parish Clerk's April salary.
 - 15.5.3 Printing of poster for Bishop Fields residents ... £80.
 - 15.5.4 Parish Contractor ... £160.00 for April and May.
- 15.6 To note receipt of first half of 2024/2025 Precept £10,500.

16. Village Hall

- 16.1 To note that Hall does not require portrait of King.

17. Footpaths:

- 17.1 To receive an update from the Footpaths Officer and consider action.

18. Annual Parish Meeting

- 18.1 To consider the date.
- 18.2 To consider a speaker.

19. To note date of next scheduled meeting ... Thursday 25th July 2024.