

HAMPTON BISHOP PARISH COUNCIL

Parish Councillors are summoned to attend the Annual Meeting of the Parish Council on
Thursday 22nd May 2025 at 19.30 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. Open Session:
 - 5.1 To receive a brief verbal report from Ward Councillor – Graham Biggs.
 - 5.2 To receive the views of local residents on parish matters.
6. To consider minutes of previous meeting held on 3rd April.
7. To consider membership on PC Working Groups:
 - 7.1 Planning.
 - 7.2 Finance.
 - 7.3 Orchard.
 - 7.4 Flooding/Drainage Matters.
8. To consider appointment of officers:
 - 8.1 Tree Officer
 - 8.2 Footpath Officer
9. Parish Land:
 - 9.1 Orchard ...To receive a report from the Working Group & consider action.
 - 9.2 To consider offer of free Cherry Blossom trees.
10. Planning ... To comment on the following applications
 - 10.1 Application 250781 -Whitehall Farm. Proposed conversion of listed hay barn and adjoining stable block. Demolition of 21st century lean to additions. Reinstate lean to structure to hay barn.
 - 10.2 Application 251168 – Cider Mill House, Whitehall Road. Works to Trees in a Conservation Area. Ash to be reduced by 1-2 meters and shaped. Sycamore to be reduced by 1.3 meters and shaped. Maple to be reduced by 1-3 meters and shaped. *NB: Application is supported by the Parish Tree Officers.*
 - 10.3 Application 250972 – Pippins Lodge, Rectory Road. Application for variation of a condition 2 following grant of planning permission 233295 (proposed garage) to revise external materials.
 - 10.4 Application P240422 – Outline application for up to 350 dwellings to the east of Hereford:
To consider supporting CPRE comments on amended application.

11. Flooding

- 11.1 To consider Terms of Reference for Flood Wardens.
- 11.2 To note Expression of Interest submission for Community Flood Equipment.
- 11.3 To consider a meeting with representative from Flooded People UK.

12. Finance

- 12.1 To note Bank balance as £103,685.57.
- 12.2 Audit 2024/2025 ... To consider documents for AGAR submission:
 - 12.2.1 Internal Audit Report.
 - 12.2.2 Governance Statement.
 - 12.2.3 Statement of Accounts ... derived from Receipts & Payments Schedule 2024/2025
 - 12.2.4 Exemption Certificate.
 - 12.2.5 Dates for exercise of public rights.
- 12.3 To consider payments:
 - 12.3.1 Annual Insurance renewal ... £458.61.
 - 12.3.2 River Lugg Internal Drainage Board annual fee ... £13.77.
 - 12.3.3 Clerk's salary May.
 - 12.3.4 HMRC ... £78.40.
 - 12.3.5 Parish Contractor ... May.
 - 12.3.6 Dog Poo signs.
- 12.4 To note payments made by Clerk under delegated powers:
 - 12.4.1 Parish Clerk's April salary.
 - 12.4.2 Road name/no parking signage for Mantella Drive - Bishop Fields ... £845.00 + VAT.
 - 12.4.3 Parish Contractor ... for March & April - £540.00.
- 12.5 To receive an update from the Clerk on delegated power actions
 - 12.5.1 Mantella Road signs.
- 12.6 To note receipt of first half of 2025/2026 Precept £11,000.00.

13. To consider joining Herefordshire Council's Lengthsman Scheme.

14. Village Hall ... To consider a PC rep on the Villagers Association.

15. To consider adopting updated Standing Orders

16. To note date of next scheduled meeting ... Thursday 24th July 2024.

Lynda P Wilcox – Parish Clerk – 17th May 2025