

MUCH BIRCH PARISH COUNCIL

Dear Councillor, You are summoned to the Annual Parish and Annual Meeting of the Parish Council to be held in Much Birch Community Centre on 3rd May 2018 at 7.30pm for the purpose of transacting the following business:-

Annual Parish Meeting & Public Question Time

An extended 30 minute period from 7.30pm is allocated, before the meeting is opened, to enable members of the public to address the Parish Council during the Annual Parish Meeting.

AGENDA for Annual Meeting

- 1.0 To elect a Chairman and receive Acceptance of Office form
- 2.0 To elect a Vice Chairman and receive Acceptance of Office form
- 3.0 Apologies for absence
- 4.0 Declarations of Interest
- 5.0 Minutes
To approve the Minutes as a true record of the Parish Council Meeting held on 5th April 2018.
- 6.0 To receive reports (as appropriate) from:
Ward Councillor, PCSO (West Mercia Police) and Locality Steward
- 7.0 To appoint councillors to the following working groups:
 - Finance Working Group
 - Employment Working Group
 - Self Help Winter Gritting Working Group
- 8.0 Clerk's update on Action items
To receive Clerk's written report
- 9.0 Financial Report
 - 9.1 To note Bank Balances:

@ 13 th March 2018 HSBC Community Account	£10,711.57
@ 13 th March 2018 HSBC Community Projects Account	£14,288.69
 - 9.2 To approve the payments and finance statement (sent separately)
 - 9.3 To approve exemption form for accounting statements and appoint internal auditor for end of year accounts 2017 - 2018
 - 9.4 To consider policies for adoption re GDPR Data Protection Regulations
 - 9.5 To confirm adoption of revised Standing Order provision, as advised.
- 10.0 Planning Matters
 - 10.1 To consider any applications as received.
 - 10.2 To consider any action or referral alleged encroachment of land - as advised in correspondence
 - 10.3 To hear any update regarding planning appeal for Larkrise Development in Tump Lane.

- 11.0 **School Parking and Village Issues Update**
- 12.0 **Parish Roads and Footpaths including appointment of Footpath Officer**
 - 12.1 To note any defects to be reported to Balfour Beatty.
 - 12.2 To put forward work for the Lengthsman
 - 12.3 To appoint Footpath Officer and to receive Report
- 13.0 **Neighbourhood Plan – update**
- 14.0 **Correspondence**
 - 14.1 To note correspondence sheet
- 15.0 **Parishes' Newsletter and Much Birch Website and Twitter**
 - 15.1 To consider items suitable for inclusion in the newsletter and on the website.
- 16.0 **Matters to be raised on the Agenda of the next meeting**
- 17.0 **Confirmation of date of next Meeting Thursday 7th June 2018**

A Wright
Alison Wright
Parish Clerk

Longfield House, Gooses Foot, Kingstone, Herefordshire HR2 9NE. 01981 250860