

Kinnersley & District Group Parish Council

The Parish meeting for Kinnersley and District Parish Council will be held on Wednesday 22nd of May 2024 from 7pm at Norton Canon Village Hall

Agenda:

- 1. Acceptance of Apologies for Absence**
- 2. Report from the Chair of the PC on Parish Council activities for the year ending**
- 3. Open discussion on Parish Matters**

Followed by The Annual meeting of Kinnersley & District Group Parish Council to be held on Wednesday 22nd May 2024 from 7.30pm at Norton Canon Village Hall

Clerk's email address: clerk@kinnersleygrouppc.co.uk

Agenda:

- 1. To elect the Chairman of the Council and to receive Chairman's signature on Declaration of Acceptance of Office**
- 2. To elect the Vice-Chairman of the Council**
- 3. Acceptance of Apologies for Absence and Note the Reason**
- 4. To Record any Declarations of Interest and Consider any Requests for Dispensation**
- 5. To Consider Approval of Minutes of the Parish Council meeting held on 19th March 2024**
- 6. Open Discussion**
 - 6.1 To receive views of local residents on Parish matters
 - 6.2 To note any correspondence received on Parish matters
 - 6.3 To note update from Ward Cllr Robert Highfield
- 7. To note Planning Applications determined by Herefordshire Council and comments to be made by Kinnersley and District Group Parish Council as listed in attached Appendix 1: Planning applications reviewed at KDGPC meeting held on 22nd of May 2024.**
- 8. To note update on reinstating the community email initiative**
- 9. To consider and agree on whether to adopt the councils updated policy for "Dealing With Planning Applications Between Parish Council Meetings"**

10. Receive an update on working groups and consider action

10.1 SID's at Letton

11. Footpaths and Highway

11.1 To consider any footpath or highway issues for reporting:

12. Finance

12.1 To note the 2023/2024 end of year financial reconciliation for KDGPC.

12.2 To consider and resolve completion of the AGAR External Audit form for 2023-2024:

12.2.1 To consider and resolve to adopt the Internal Audit Report.

12.2.2 To consider and complete the Annual Governance Statement.

12.2.3 To consider and resolve to adopt the Accounting Statements.

12.2.4 To consider and resolve to submit a Certificate of Exemption to external auditors PKF Littlejohn.

12.2.5 To agree that dates for the exercise of public rights will be displayed on the website and noticeboards.

12.3 To Consider and Agree Payments of Outstanding Accounts:

12.3.1 Clerks May £505.66 and June 2024 Salary £505.66

12.3.2 Clerks March-May 2024 expenses: £127.19 (previously circulated)

12.3.3 Lengthsman March 2024 K23.12 invoice: £370

12.3.4 Clear Councils (previously BHIB) Insurance premium: £305.91

12.3.5 Cloud Next annual website and email hosting fee: £119.98

12.3.6 Cloud Next annual .gov.uk domain fee: £12

12.3.7 Reimbursement to Cllr of NAMESCO email and website hosting subscription fee for month of April 2024: £22.79 per month

12.3.8 Reimbursement to Cllr of renewal of email: 1 x 5GB Mailboxes for kinnersleygroupcc.co.uk for month of April 2024: £9.59 per month

12.3.9 Autela PAYE for Jan, Feb and March 2024: £78.33

12.3.10 Norton Village Hall Hire for May 2024 Council meeting: £27

13. To note items for the next agenda (no discussion at current meeting)

14. To note the date of the next and future PC meetings

Jennifer Wilkie - Clerk to Kinnersley and District Group Parish Council

Date: 16th May 2024