

HATFIELD & DISTRICT GROUP PARISH COUNCIL

The Annual meeting of the parishes of Hatfield & Newhampton, Docklow & Hampton Wafre and Pudleston, which will be held on Wednesday 26th May 2021 7.00pm at St Bartholomew's Church Docklow

Councillors are duly summoned to attend

Followed by the Hatfield & District Annual Parish Council Meeting to be held on Wednesday 26th May 2021 at St Bartholomew's Docklow for the purpose of transacting the following business.

All Covid 19 regulations will be adhered to

AGENDA PARISH COUNCIL MEETING

1. Election of Chairman
 - 1.1 Sign Acceptance of Office witnessed by Clerk/RFO
2. Election of Vice Chairman
3. Receive Apologies for Absence
4. Declaration of interest and written applications for dispensations
5. Minutes
 - 5.1 To approve the minutes of the Ordinary meeting held on 10th March 2021 (previously circulated)
 - 5.2 To approve the minutes of the Extra Ordinary Meeting held on 26th March 2021 (previously circulated)
 - 5.3 To approve the minutes of the Extra Ordinary Meeting held on 27th April 2021 (previously circulated)
6. Open Sessions To receive a brief verbal report from:
 - 6.1 Ward Councillor John Harrington
 - 6.2 To Note Matters Raised by local residents on Parish Matters (10 minutes)
 - 6.3 Pudleston Village Hall Floor of the Village Hall is being surveyed for damage.
- 7.1 Finance
 - 7.1.1 Clerk reappointed as RFO.
 - 7.1.2 PAYE Clerk enters monthly.
 - 7.1.3 Delegated Power
Under section 101, LGA the council can arrange for the discharge of any of its functions by an officer of that Authority. Standing Orders or council resolutions to be delegated to the Clerk. Specifically, the clerk will act in accordance with the Chairman and one other. The Clerk making decisions under delegated Powers needs to keep a public record of decisions under LA7a Act 2014 s 40 (3) and any consequent regulations not in force.
 - 7.1.4 Risk Assessment (March meeting)
 - 7.1.5 Asset Register (March meeting)
 - 7.1.6 Risk Assessment (Covid 19 Annual Meeting)
 - 7.1.7 Cheques passed for payment: DD ICO GDPR Data Protection £35.00 08/05/21
Clerk's Wage £*** (540) Expenses £ 84.52 (541) G Simpson Internal Auditor £50.00 (542) Came & Company Insurance £338.40 (542) Docklow PCC hire meeting £20.00 (544)
 - 7.1.8 First instalment Precept Payment received £3,000.00
- 7.2 Audit
 - 7.2.1 Exemption certificate (where higher gross income or gross expenditure did not exceed £25,000) AGAR 2020/21
 - 7.2.2 To consider Internal Auditors Report
 - 7.2.3 To consider Adopting Annual Accounts
 - 7.2.4 To approve Section 1 – Annual Governance statement 2020/21
 - 7.2.5 To approve Section 2 Accounting Statement 2020/21
 - 7.2.6 Treasurer's Account Balance at 30/03/21

8.Planning

8.1 Consider comments on the following planning applications for determination by Herefordshire Council

211327 - Proposed temporary siting of a residential mobile home for the duration of the repair and restoration works to the residence Brockmanton Court, Brockmanton,

210621 - Long Friday, Pudleston Proposed steel frame buildings for agricultural use for storage of Hay & straw

8.2 To Note Planning Applications Approval/Refusal by Herefordshire Council

210454 - Flitlock Farm, Woonton Lane, **Brockmanton**, HR6 0QU DESCRIPTION: Proposed erection of a temporary rural workers dwelling, together with a new access, agricultural building and associated works (part-retrospective) **Refused**

8.3 For Note Only: Planning Applications Parish Council NOT CONSULTED (No Discussion)

P211041/PA7 **Prior Approval** Hampton Wafre Farm **Docklow** Leominster Herefordshire HR6 0SN, Application for prior notification for a new road. **Prior Approval Not Required**

P211469/PA7 **Prior Approval** Brockmanton Court Brockmanton **Pudleston** HR6 0QU, Application for prior notification for proposed steel portal framed agricultural crop storage building **Prior Approval Refused**

9. To Adopt the Councillor Model Code of Conduct 2020

10. Highways

Clerk attended a Virtual meeting with Balfour Beatty regarding highways in the group area. Scheduled works to be carried out on 17th May to include Location: U94205 Pudleston Court Farm to Whyte Lane, Pudleston, Leominster.

Pot holes were regularly inspected and being filled.

11. To Note Information Sheet

Any additional information on adjoining sheet

11.1 Knife Angel visit to Hereford Cathedral on 14 June to 12 July

11.2 Keep Britain Tidy

11.3 Halc Information

11.4 Rule of 6 (previously Circulated) HM Government

11.5 Consultation on Local Housing Strategy Herefordshire Council

12. To consider matters as Agenda items for next meeting (No Discussion)

13. Date of Next Meeting (proposed) 14th July 2021 location to be decided.

Signed: *S D Hanson* Clerk

Date 20/05/21