

## **ALMELEY PARISH COUNCIL**

Councillors are summoned to attend the Annual Meeting of the Parish Council  
on Wednesday 10<sup>th</sup> May 2017 at 7.30 pm in Almeley Village Hall

### **A G E N D A**

1. To elect a Chairman
  - 1.1 Chairman to complete an acceptance of office form.
2. To elect a Vice Chairman.
3. To receive apologies for absence.
4. To receive declarations of interest & written requests for dispensation.
5. Open Session
  - 5.1 To receive Neighbourhood Plan update - Stephanie Kitto – Herefordshire Council.
  - 5.2 To receive report from Ward Councillor.
  - 5.3 To receive views of local residents on parish matters.
6. Finance
  - 6.1 To consider HALC membership for 2017/18 @ £399.05 + VAT.
  - 6.2 To consider HALC clerk cover for meeting @ £150 + mileage.
  - 6.3 To appoint an internal auditor for 2016/17 accounts.
  - 6.4 To consider external audit process.
  - 6.5 To consider insurance provision from 1<sup>st</sup> June 2017.
  - 6.6 To consider funding for printing etc. re Neighbourhood Plan evening 24.5.17.
  - 6.7 To consider repayment of unspent Neighbourhood Plan grant monies - £568.92.
  - 6.8 To consider applying for further £4k Neighbourhood Plan grant.
  - 6.9 To consider invoice for 2015 election costs in the sum of £1800.
  - 6.10 To consider schedule of payments prepared by outgoing clerk.
7. Minutes
  - 7.1 To consider minutes of last scheduled meeting held on 8<sup>th</sup> March 2017.
  - 7.2 To consider minutes of extraordinary meeting held on 19<sup>th</sup> April 2017.
8. Planning

To consider comments on applications for determination by Herefordshire Council:

  - 8.1 Application 170927/F. Land opposite the Old Post House Point Pitch – Woonton. Proposed single dwelling house with detached two bay garage.

8.2 Application 171414/FH. Ferney Cottage, Woonton. Proposed demolition of outbuilding & erection of a domestic extension, living room, conservatory & entrance lobby.

9. To consider on-going maintenance of telephone kiosk.

10. Annual Parish Meeting 2017 ... To consider date of 22<sup>nd</sup> May.

11. To consider date of next meeting & meetings schedule for 2017/18.

*A resolution will be passed to exclude the public for the following confidential item*

12. Employment Matters

12.1 To consider matters relating to outgoing clerk.

12.2 To receive update on recruitment of new clerk.

John Hope ... Chairman of Parish Council