

ALMELEY PARISH COUNCIL
Councillors are summoned to attend the Annual Meeting of the Parish Council
On Wednesday 13th May 2020 at 7.30pm online via Zoom
Due to the Coronavirus pandemic

AGENDA

- 1. To receive apologies for absence**
- 2. To receive declarations of interest and written requests for dispensation**
- 3. To remind councillors to review their Register of Interests form held with Herefordshire Council.**
- 4. To approve the minutes of the previous meetings – 11th March 2020**
- 5. Open session**
 - 5.1 To receive views of local residents on parish matters
- 6. To note the attendance record at meetings of councillors during 2019-20.**
- 7. Council Policies and Powers:**
 - 7.1 To note that due to the Coronavirus Pandemic, there is no requirement for an Annual Meeting of the Parish Council this year. (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020)
 - 7.2 To note that therefore Committee Structures; Council Powers; Banking Signatories and Council Policies will all remain in place for a further year until May 2021 without need for review.
- 8. Finance**
 - 8.1 To note the End of Year bank balance finance report and sign both. – Appendix 1
 - 8.2 To consider and approve the internal audit report 2019-20 – Appendix 2
 - 8.3 To consider and approve the Annual Governance Statement – Appendix 3
 - 8.4 To consider and approve the Annual Return Accounting Statements – Appendix 4
 - 8.5 To consider eligibility for audit exemption and sign the certificate
 - 8.6 To review the parish council insurance policy and decide on any amendments required then approve renewal
 - 8.7 To consider the internal auditor for 2020-21
 - 8.8 To consider continuing to use the “payments and receipts” accounting method for 2020-21
 - 8.9 To note VAT return 2019-20
 - 8.10 To note the following payments made between meetings under Clerks Delegated Authority (Finance Regulations item 5.5):-
 - 8.10.1 Smiths of Derby – Church Clock Service £290.40
 - 8.10.2 Harper-Smith – Web support 2020-2021 £50
 - 8.10.3 Almeley Village Hall – Meeting room hire £20
 - 8.10.4 Clerks April Salary
 - 8.10.5 Clerks expenses £39.47
 - 8.11 To note the submission of a grant application to Herefordshire Council for £71.94 to cover the Zoom Subscription for the next 6 months of online meetings.
 - 8.12 To note the following receipts:
 - £71.94 Grant payment for Zoom
 - £7925.00 Precept part 1.
 - £186.04 VAT Return
- 9. Planning**
 - 9.1 To note Planning Appeal (application 173699) comment submitted under “Planning Between Meetings Policy” – Appendix 5
 - 9.2 To consider planning applications for determination by Herefordshire Council
 - 9.2.1 200926 - Spring Grove Farmhouse, Almeley, Hereford, Herefordshire HR3 6PX
Proposed two story extension to rear and side of existing building to allow additional multi-generational family accommodation - to include change of use of land to residential use.
- 10. To note date of next scheduled meeting – 8th July 2020**