

Date of Publication: 24 May 2023

TO: ALL MEMBERS OF LEINTWARDINE GROUP PARISH COUNCIL: Councillors Will Llewellyn (Chair), Michael Guest (Vice-Chair), Sam Archer, Teresa Guest, Lucy Gimlick, Vincent Griffin, Paul Hand, Mike Layward, Terrence Mullett, Nigel Offer, Maureen Williams. (3 vacancies)

NOTICE OF MEETING

You are hereby summoned to attend **The Parish Council Meeting** of Leintwardine Group Parish Council which will be held at **Leintwardine Community Centre** on **Thursday 1 June 2023 commencing at 7.30pm** at which your attendance is required. Members of the Press and Public are invited to attend.

Cheryl Woolley

Cheryl Woolley
CLERK TO THE COUNCIL

No	Item	Description
23.61	APOLOGIES:	To receive apologies for absence.
23.62	DECLARATIONS OF INTEREST:	To note declarations of interest and receive written requests for dispensation.
23.63	OPEN SESSION:	
	63.1	To receive representations from members of the public on other parish matters. (Maximum 5 minutes per person up to a maximum of 15 minutes in total).
	63.2	Report from West Mercia Police if in attendance
	63.3	To receive a report from Ward Councillor Carole Gandy (Herefordshire Council Mortimer Ward)
23.64	MINUTES:	
	64.1	To approve the Minutes of the meeting held on 12 May 2023
23.65	LENGHTSMAN UPDATES:	
	65.1	To note works undertaken by the Lengthsman and identify any further works required.
23.66	FINANCE & POLICY	
	66.1	Outstanding Accounts – To approve and sign the following invoices for payment: Clerks Wages £ 678.20, HMRC – PAYE £ 65.40 HALC invoice for internal audit £ 264.00 MJH Contracting £ TBC Alan Jones Tree Surgery – Oak Tree on The Green and Cedar tree at the cemetery £ 1,320.00 LCVHCC – hire of hall £ 25.00
	66.2	AUDIT/AGAR 2022/23 (Annual Governance and Accountability Return) To consider and approve: 1) Statement of Income and Expenditure for the year ended 31 March 2023 2) End of Year Bank Balance 3) The Internal Auditors Report 4) The AGAR Form including the Annual Governance Statement and The Annual Return Accounting Statement. 5) Dates for exercise of Public Rights

		6) Asset Register.
	66.3	Bank Signatories – update
	66.4	Finance Committee – Formal adoption of Finance Committee and members Approval of Finance Committee Chairperson Approval of Terms of Reference for the finance Committee Approval of Dates of the meetings
23.67	PLANNING	To consider any planning consultations received from Herefordshire Council and agree comments (if any) to be submitted by the Parish Council for determination by Herefordshire Council.
	67.1	Application Number – 231261 Address- The Jolly Frog, Leintwardine, SY70LX Proposal – Change of use from public house to residential use.
23.68	WORKING GROUPS UPDATES:	
	68.1	Planning, Environmental, Flooding and Highways. To include adding additional members to working group, Hemlock, Speed Indicator Devices To confirm terms of reference for this working group. To consider the request from Ward Councillor to receive a copy of the comments/objections to HCC by Leintwardine Group Parish Council. To consider keeping a watching brief on the Housing Development by Fletcher Homes on the land off Rosemary Lane – re site visit, update on progress, phasing and problems that have occurred over the past months and changes proposed to the original design which may be of concern.
	68.2	Cemetery – To consider looking into computer programs to aid with cemetery administration and mapping of cemetery. To approve training for the clerk on all cemetery matters.
	68.3	Communications/Media – Leintwardine Life, Facebook, First Saturdays – Rota etc.
	68.4	Policy & Procedures – Nolan Principles (The seven principles of Public Life) To note date for training session with HALC as Monday 19 June 2023.
	68.5	Tree Wardens – Oak Tree on The Green etc
	68.6	Leintwardine Community Centre -
	68.7	Footpath Officers -
23.69	NEXT MEETING	The next meeting of the Parish Council will take place on Thursday 6 July 2023 at 7.00pm.
23.70	AGENDA ITEMS FOR NEXT MEETING	To receive agenda items for the next meeting:
	CLOSE	

The Seven Principles of Public Life

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services.

1.1 Selflessness

Holders of public office should act solely in terms of the public interest.

1.2 Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

1.3 Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

1.4 Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

1.5 Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

1.6 Honesty

Holders of public office should be truthful.

1.7 Leadership

Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.