

Date of Publication: 5 January 2023

TO: ALL MEMBERS OF LEINTWARDINE GROUP PARISH COUNCIL: Councillors Samantha Archer (Chair), Emma Gorbitt (Vice-Chair), Mike Layward, Vincent Griffin, Paul Hand, Denise Latham, Will Llewellyn, Steve Morgan, and Maureen Williams. (5 vacancies)

NOTICE OF MEETING

You are hereby summoned to attend a Meeting of Leintwardine Group Parish Council which will be held at **Leintwardine Library** on **Thursday 12 January 2023 commencing at 7.00pm** 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	Time
23.1	APOLOGIES:	To receive apologies for absence.	1 min
23.2	DECLARATIONS OF INTEREST:	To note declarations of interest and receive written requests for dispensation.	1 min
23.3	ELECTION OF VICE-CHAIRPERSON	Cllr Gorbitt has resigned as vice-chairperson of the Parish Council but will remain as a Councillor.	3 mins
23.4	OPEN SESSION:		
	4.1	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).	15 mins
	4.2	Report from West Mercia Police if in attendance	3 mins
	4.3	To receive a report from Ward Councillor Carole Gandy (Herefordshire Council Mortimer Ward)	3 mins
23.5	MINUTES:		
	5.1	To approve the Minutes of the meeting held on 1 December 2022.	2 mins
23.6	CEMETERY		
	6.1	DDA Access – To receive update and consider any matter arising in connection with the DDA Access Ramp:	5 mins
	6.2	Benches – Siting of benches	5 mins
	6.3	Fund raising for Memorial Garden – Crowd Funding etc	5 mins
23.7	FINANCE & POLICY		
	7.1	Outstanding Accounts – To approve and sign the following invoices for payment: • Clerks Wages £ 700.50, HMRC – PAYE £ 43.10 • Hitrees Ltd – Clearing Cemetery Path £ 300.00 • Santa Outfit (M Goddard) £ 56.94 • Christmas Tree TBC • D C Gardening Services £ 96.00 • LVHCC Electric £ 120.82 • Scribe Accounts Package £ 345.60 • Clerk Reimbursement – (Ink spot printing NDP) £32.00 • Mark Disley – retention money re DDA ramp £ 456.14 • HCC – Bin in the cemetery £ 119.08	5mins

	7.2	Finance records –To review and sign the bank reconciliation for December 2022. To add a third signatory to the bank account	3 mins
	7.3	Precept – To approve the budget and precept for 2023 to 2024.	5 mins
23.8	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.	
	8.1	Application: P223546/FH Address: Weavers Barn, Watling Street, Leintwardine Proposal: Proposed single storey side extension to main building to form new garden room. New outbuilding to replace existing garage to house new garage, home office and storage/cleaning and bathroom facilities for garden use.	5 mins
23.9	ENVIRONMENT AND COMMUNITY		
	9.1	SID Results and Timings – review results	5 mins
	9.2	Warm Spaces – Review and discuss/agree future financial assistance in a form of a grant	10 mins
	9.3	Notice Boards- update	2 mins
	9.4	Location of monthly meetings	3 mins
	9.5	Date for meeting of Environment and Finance group re tender document for Lengthsmen 3-year contract	3 mins
	9.6	First Saturdays – Compile rota for attending this event.	3 mins
	9.7	Trees on The Green	5 mins
	9.8	Election of Footpath Officer	3 mins
23.10	HIGHWAYS		
	10.1	Fiddlers Elbow Update – update on highways work completed.	5 mins
22.221	NEXT MEETING	The next meeting of the Parish Council will take place on Thursday 2 February 2023 at 7.00pm.	1 min
22.222	AGENDA ITEMS FOR NEXT MEETING	To receive agenda items for the next meeting:	2 mins
	CLOSE		