

Date of Publication: 1 September 2023

TO: ALL MEMBERS OF LEINTWARDINE GROUP PARISH COUNCIL: Councillors Will Llewellyn (Chair), Sam Archer, Don Archer, Lucy Gimlik, Vincent Griffin, Paul Hand, Terrence Mullett, Nigel Offer, Caroline Williams, Maureen Williams. (4 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 5 October 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
23.105	APOLOGIES:	To receive apologies for absence.
23.106	RESIGNATION OF COUNCILLOR	To note the resignation of Teresa Guest.
23.107	DECLARATIONS OF INTEREST:	To note declarations of interest and receive written requests for dispensation.
23.108	OPEN SESSION:	
	108.1	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).
	108.2	Report from West Mercia Police if in attendance
	108.3	To receive a report from Ward Councillor Carole Gandy (Herefordshire Council Mortimer Ward)
23.109	MINUTES:	
	109.1	To approve the Minutes of the meeting held on 7 September 2023 and extraordinary meeting held on 16 August 2023.
23.110	LENGHTSMAN	
	110.1	To note works undertaken by the Lengthsman and identify any further works required.
23.111	FINANCE & POLICY	
	111.1	Outstanding Accounts – To approve and sign the following invoices for payment: Clerks Wages £ 678.20, HMRC – PAYE £ 65.40 MJH Contracting £ TBC. Welsh Water £ 19.20 water at cemetery LVHCC – Management Charges £ 1,800.00 LVHCC – First Saturday £ 8.00 LVHCC – Room Hire £25.00 HCC – Waste Collection £ 127.99 Eyelid Productions website design £ 650.00 Craven Design & Print – Autumn L/Life £ 391.50 Plus, other invoices received after this agenda was published. To note that the insurance renewal of £665.86 has been paid. To note receipt of the second instalment of the precept £ 14,367.50 To note the balance at the bank after the above payments would be £TBC current account and £TBC savings account and Bank Reconciliation to be signed.

	111.2	Online Banking – Cllr Sam Archer to be reinstated as a full signatory and to revoke the clerks' power to authorise bank payments. Clerk has completed the paperwork to remove Michael Guest from the Parish Council Bank Account.
	111.3	To review the budget/actual figures for April to Sept 2023.
	111.4	To agree to purchase an outside notice board per attached report and 3 bay display board as per report attached.
	111.5	Cemetery – to allow the Cemetery Working Group to purchase items needed to construct the memorial garden subject to the clerk's approval (invoices between 0 - £250). Invoice over £250 will also need the chairman's approval.
	111.6	To discuss if a finance committee is needed or should it be a working group? And to arrange the next meeting to discuss precept etc.
23.112	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.
	112.1	Application Number – 232640 Address – Bow Cottage, Downton on the Rocks, Ludlow Proposal – Proposed change of use of cabin into holiday accommodation
	112.2	Application Number – 232531 (Retrospective) Address- Lower House, Burrington, Ludlow Proposal – Proposed retention of fireplace built in 2016,
	112.3	Application Number – 232524 Address – Lower House, Burrington Proposal – various retrospective internal and external works to listed building.
	112.4	Application Number – 232735 Address – Land adjacent to Blackbridge, Leintwardine Enforcement Appeal.
	112.5	Application Number 223484 Address – Nackleston Barns, River Barn, Blackbridge Enforcement Appeal – use of land for the stationing of a key workers caravan and construction of a barn.
23.113	WORKING GROUPS	To receive updates from the working groups
	113.1	Planning, Environmental, Flooding and Highways inc- Electric Vehicle Charge Point, SID Results, Car Parking etc
	113.2	Communications/Media – to form new working group. To note new website etc.
	113.3	Cemetery Working Group – to approve the report on memorial garden design, cemetery maintenance etc.
	113.4	Tree Warden Report –
	113.5	Leintwardine Community Centre – Update on the agreements between LVHCC and LGPC. Lottery Bid.
	113.6	Footpath Officers – report on any path maintenance required
	113.7	Villages Recreation Working Group update
23.114	NEXT MEETING	The next meeting of the Parish Council will take place on Thursday 2 November at 7.30pm in the Community Centre
23.115	AGENDA ITEMS FOR NEXT MEETING	To receive agenda items for the next meeting:
	CLOSE	