

Date of Publication: 27 October 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 2 November 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
23.116	APOLOGIES:	To receive apologies for absence.
23.117	CO-OPTION OF COUNCILLORS	To co-opt new councillors and receive their Declarations of Acceptance of Office
23.118	DECLARATIONS OF INTEREST:	To note declarations of interest and receive written requests for dispensation.
23.119	ELECTION OF VICE-CHAIR	Election of Vice-Chair
23.120	OPEN SESSION:	
	120.1	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).
	120.2	Report from West Mercia Police if in attendance
	120.3	To receive a report from Ward Councillor Carole Gandy (Herefordshire Council Mortimer Ward)
23.121	MINUTES:	
	121.1	To approve the Minutes of the meeting held on 5 October 2023.
23.122	LENGHTSMAN	
	122.1	To note works undertaken by the Lengthsman and identify any further works required.
23.123	FINANCE & POLICY	
	123.1	Outstanding Accounts – To approve and sign the following invoices for payment: Clerks Wages £ 678.20, HMRC – PAYE £ 65.40 MJH Contracting £ TBC Green Barnes – 3 panel display boards £ 390.00, plus £ 2,437.95 Oak Notice board. Cllr N Offer reimbursement of expenses £ 127.44 Reimbursement – Clerk – RBL poppy wreath £ 23.98 Membership of ICCM (Cemetery) £48 (part year) HALC – In house training held in July - £ 291.54 LVHCC – room hire & first Saturday £ 33.00 LVHCC – Electric Reading Room £63.24 Plus, other invoices received after this agenda was published. To note the balance at the bank after the above payments would be £16,624.80 current account and £27,859.96 savings account and Bank Reconciliation to be signed.

	123.2	Clerk has completed the paperwork to remove Michael Guest from the Parish Council Bank Account.
	123.3	To review and agree minutes from Finance Working Group meeting held on Tuesday 24 October esp: To review the budget/actual figures for April to Sept 2023. Draft precept/budget for 2024/2025 Adopt Risk Assessment
	123.4	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.
	123.5	To discuss quotes for removal of branches on trees
23.124	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.
	124.1	Application Number – 233025 Address – Bayfields, 11 Watling Street, Leintwardine Proposal – Proposed detached studio building
	124.2	Application Number – 232735 Address – Land adjacent to Blackbridge, Leintwardine Enforcement Appeal.
	124.3	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.
23.125	CONSULTATION	Upgrade telecommunications base station at Jay
23.126	WORKING GROUPS	To receive updates from the working groups
	126.1	Planning, Environmental, Flooding and Highways inc- Parking on the triangle verge by Brockley Meadow, drains and mud Dark Lane and by the school, Sandbags etc.
	126.2	Communications/Media – to form new working group. To note new website and emails etc.
	126.3	Cemetery Working Group – The construction of the memorial garden etc has begun.
	126.4	To note receipt of the Arts Hub Update October 2023
	126.5	Leintwardine Community Centre – Update on the agreements between LVHCC and LGPC. Lottery Bid.
	126.6	Footpath Officers – report on any path maintenance required
	126.7	Villages Recreation Working Group update
23.127	POLICE COMMUNITY CHARTER	To discuss and agree on the West Mercia Police Community Charter
23.128	NEXT MEETING	The next meeting of the Parish Council will take place on Thursday 7 December at 7.30pm in the Community Centre
23.129	AGENDA ITEMS FOR NEXT MEETING	To receive agenda items for the next meeting:
	CLOSE	