

Peterchurch Parish Council

Councillors are summoned to attend a Parish Council Meeting
at 19.00hrs on Tuesday 16th January 2024 in Peterchurch Village Hall

1. **To consider accessing HALC Clerk cover for the meeting**
2. **To receive apologies for absence**
3. **To co-opt a Councillor to fill a current vacancy**
4. **To receive declarations of interest & written requests for dispensation**
5. **Minutes** - To agree the minutes of the Parish Council meeting held on Tuesday 12th December 2023
6. **Open Session** –
 - 6.1 To receive a briefing from Balfour Beatty about the Safer Village Initiative
 - 6.2 To receive a briefing from West Mercia Police
 - 6.3 To receive a report from the Ward Councillor
 - 6.4 To receive views from local residents on parish matters (This period will be restricted to 10 minutes. Please note that decisions cannot be made at this meeting on items not on the agenda).
7. **Footpaths** –
 - 7.1 To receive a report from the Parish Footpaths Officers and agree next steps as required
8. **Finance** –
 - 8.1 To note the current bank balance and financial monitoring report
 - 8.2 To receive update from Dore Community Transport and consider request for financial support
 - 8.3 To consider the purchase of a new laptop for the Clerk
 - 8.4 To confirm the appointment of a Payroll Provider
 - 8.5 To approve the following payments:
 - 8.5.1 HALC, Clerk Cover, 16.1.24, £277.39 inc VAT
 - 8.5.2 Peterchurch Village Hall, Meeting Room Hire, December, £20.00
 - 8.5.3 CW Countrywide, Lengthsman Inv 549786, £241.90 inc VAT
 - 8.5.4 DM Payroll Services, Payroll Support & EOY Return, £60.00
9. **Planning:**
 - 9.1 **To consider responding to Planning Applications for determination by Herefordshire Council:**
 - 9.1.1 **233619: Part of Long Farm, Hinton, Peterchurch, HR2 0TF.** Outline application with some matters reserved for a proposed mixed scheme of new built semi-detached and detached houses on land forming part of a redundant horticultural unit/garden centre (brownfield site)
 - 9.2 **Planning Committee Meeting:**
 - 9.2.1 **223199: Barley Knapp Farm, Long Lane, Peterchurch. HR2 0TE. Proposed restoration of the farmhouse and conversion of the granary attached to the farmhouse to an annex.** To consider PC representation at the meeting and agree response.

10. To consider Working Group Reports:

10.1 Facilities:

- 10.1.1 To consider requesting tenders for the Grass Cutting Contract
- 10.1.2 To receive an update on the siting of the Memorial Bench and agree next steps
- 10.1.3 To receive an update on the Adult Gym Equipment/Recreation Field and agree next steps

10.2 Traffic:

- 10.2.1 To receive an update on the Safer Villages Initiative and agree next steps
- 10.2.2 To receive an update on 'No HGV' and 'Deer' notices and agree next steps

10.3 Environment:

- 10.3.1 To receive report if available and agree next steps as required

10.4 Lengthsman and Drainage:

- 10.4.1 To receive report and agree next steps as required
- 10.4.2 To receive an update on Lengthsman Funding scheme for 2023/24
- 10.4.3 To consider the Lengthsman Funding scheme for 2024/25

11. Admin, Recruitment, Training:

- 11.1 To receive update on Clerk Recruitment and agree next steps as required
- 11.2 To receive update on filing cabinets and agree next steps as required
- 11.3 To consider parish communications

12. Correspondence: To note correspondence received:

- 12.1 Correspondence concerning planning application 233630: Land off Wellbrook Lane, Peterchurch. HR2 OSS.
- 12.2 Email from ex-clerk expressing thanks for the backdated pay award
- 12.3 Ward Cllr Report November 2023
- 12.4 2024 Police Newsletter
- 12.5 HALC Information Corner
- 12.6 Request to promote 'Connect my Community' ultrafast broadband programme – has 160 pledges but needs 20 more

13. To note the date of the next Parish Council Meeting and receive agenda items (no discussion): Tuesday 20th February 2024, Peterchurch Village Hall

14. To consider a resolution to exclude members of the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, to consider a confidential employment matter

15. To consider the employment of a new Clerk