

Upton Bishop Parish Council

Agenda for the meeting of the Parish Council

to be held in the Main Hall of the Millennium Hall
At 7.00pm on Tuesday 4 February 2020

Councillors are summoned to attend; the press and public are invited to attend

1. **Apologies:** - To accept apologies for absence
2. **Declarations:** - To receive declarations of interest and consider any written applications for dispensations
3. **Minutes of previous meeting:** - to consider minutes of the meeting held on 7 January 2020
4. **Code of conduct:** - to adopt the latest Herefordshire Council Code of Conduct
5. **Public participation session:** -
 - 5.1. To receive the report from the Ward Councillor
 - 5.2. To receive report from police representative
 - 5.3. To receive representations from the public (*15 minutes allowed with a maximum of 3 minutes per person*)
6. **Planning:** - to consider comments on application for determination by Herefordshire Council
 - 6.1. P194393/FH – Rock Cottage, Upton Bishop, HR9 7TX; proposed single storey extension to garage
 - 6.2. P200119/F - Blue Sky Botanics Ltd, Castle Farm, Upton Bishop, HR9 7UW; variation of planning permission 192961
 - 6.3. P200091/O - Land at Hilltop, Upton Bishop, HR9 7UG; proposed construction of a temporary dwelling
 - 6.4. P200089/O - Land at Hilltop, Upton Bishop, HR9 7UG; proposed construction of a classroom, craft workshop, accommodation for pupils (3 Bed)
 - 6.5. P200082/O - Land at Hilltop, Upton Bishop, HR9 7UG; proposed construction of foaling stables
 - 6.6. Update on outstanding applications
7. **Finance:** -
 - 7.1. To receive financial report for January 2020
 - 7.2. To receive and approve bank reconciliation for January 2020
 - 7.3. To receive and note draft administration calendar for 2020
 - 7.4. To approve the payments to: -
 - 7.4.1. Richard Abolins clerk's expenses £26.33
 - 7.5. To approve transfer of £5,000 from reserve account to treasurer's account
 - 7.6. To consider changing banks
 - 7.7. To receive and approve the final draft of the budget for 2020/21 and to set the precept
 - 7.8. To appoint internal auditor for year ending 31 March 2020
8. **Website:** -
 - 8.1. To consider the report from the working group and approve recommendations for future structure
 - 8.2. To approve proposed website policy
9. **Neighbourhood Development Plan:** -
 - 9.1. Questionnaire feedback meeting on 18 February
10. **Highways and footpaths:**
 - 10.1. To receive update from the Footpaths Officer
11. **Annual Parish Meeting:** -
 - 11.1. To set a date for the meeting in April
12. **Allotments:** - to consider request to negotiate an increased tenancy period with Herefordshire Council
13. **Outstanding action list:** - to consider outstanding items and action required
14. **Next meeting:** - Tuesday 3 March 2020 at 7.00pm in the Millennium Hall

Signed *R J Abolins*

Clerk to The Council

30 January 2020