

# Upton Bishop Parish Council

## Agenda for the meeting of the Parish Council

To be held online at 9:0am on Tuesday 5 May 2020

Councillors are summoned to attend. The Council is making every effort to include the public in its meetings – any member of the public wishing to attend should contact the Clerk for details.

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 meetings held on 14 April 2020
4. **Public participation session:** -
  - 4.1. To receive the report from the Ward Councillor
  - 4.2. To receive representations from the public (*15 minutes allowed with a maximum of 3 minutes per person*)
5. **Planning:** - to consider comments on application for determination by Herefordshire Council
  - 5.1. Update on outstanding applications
6. **Finance:** -
  - 6.1. To approve financial reports for year to date 30 April
  - 6.2. To approve bank reconciliation for 30 April 2020
  - 6.3. To approve the payments to: -

6.3.1. Came & Company	Insurance premium 2020/21	£330.00
6.3.2. Richard Abolins	Clerk's April expenses	£8.33
6.3.3. Wayne Reed	Lengthsman account	£356.00
7. **Coronavirus PPE** – Hereford Council asked whether we wished to purchase masks at a cost of £0.97 per mask
8. **Funding Opportunities** – To discuss HC proposal for funding for Rural Services. Volunteer required to review.
9. **Policies and procedures:** - to approve following documents
  - 9.1. Complaints policy
  - 9.2. Freedom of information publication scheme
  - 9.3. Press and media policy
  - 9.4. Risk management scheme
  - 9.5. Health and safety policy
  - 9.6. Employment policies:
    - 9.6.1. Equality policy
    - 9.6.2. Equal opportunities policy
    - 9.6.3. Anti-bullying policy
    - 9.6.4. Grievance policy
    - 9.6.5. Staff disciplinary policy
    - 9.6.6. Training and development policy
10. **Policies and procedures:** - to review and approve following documents
  - 10.1. Standing orders
  - 10.2. Financial regulations
11. **Next meeting:** - Tuesday 2 June 2020; details to be arranged

Signed *R J Abolins* Clerk to The Council 30 April 2020

Members of the public can request to attend by emailing the Clerk@uptonbishoppcc.org , a link to the meeting will be sent by return.