

# Upton Bishop Parish Council

## Agenda for the meeting of the Parish Council

To be held online at 9:0am on Tuesday 2 June 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 5<sup>th</sup> May 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. P200708/FH amendment to Steppes Phocle Green
  - 5.2. Update on outstanding applications including Leeward House and Upton Crews
6. **Finance:** -
  - 6.1. To approve financial report to 30<sup>th</sup> May 2020
  - 6.2. To approve bank reconciliation for 30 May 2020
  - 6.3. AGAR document has checked by Hazel Strange since last meeting, Documents to be approved and signed and submitted
  - 6.4. Need to issue details of Audit documents open to inspection
  - 6.5. To approve the payments to: -

6.5.1. Wayne Lengthsman		
6.5.2. Richard Abolins	Clerk's April expenses	£9.00
6.5.3. Autela		
6.5.4. Robin Peers (audit)		£50,.00
7. **Fixed Asset Register to be formally approved by Parish Council** - document supplied prior to meeting
8. **Funding Opportunities** - Update from Chloe Rusby and Keith Cornwall
9. **New clerk update** - update of the process of finding new clerk
10. **Ownership of land at Upton Crews and return of Notice Board to Upton Crews – update**
11. **Lengsthman Contract update and New Insurance document received**
12. **Chicory Crops - Community Shop and Jake's update regarding the workers arriving in Parish**
13. **NDP update**
14. **Private Session – closed to the public**
15. **Next meeting:** - Tuesday 7 July 2020 9.00am ; details to be arranged

Signed *Alison Feist* Temp Clerk to The Council 21th May 2020

Any member of the public wishing to join the virtual meeting should contact the clerk [clerk@uptonbishopc.org](mailto:clerk@uptonbishopc.org) for a link and password. This is a secure meeting and whilst everyone is welcome, we are ensuring the meeting is not exposed to unwelcome intrusions.