

UPTON BISHOP PARISH COUNCIL

Councillors are summoned to attend a meeting of the Upton Bishop Parish Council on
Tuesday 4 April 2023 at 1900 in the Upton Bishop Millennium Hall

AGENDA

- 1. To consider accessing HALC Clerk Cover for the meeting.**
- 2. To receive apologies for absence.**
- 3. To receive declarations of interest and written dispensation requests.**
- 4. To consider the minutes of the meeting held on:**
 - 4.1. 7 February 2023 (Scheduled meeting).
- 5. Public Participation:**
 - 5.1 To receive a report from the Ward Councillor
 - 5.2 To receive representations from the Public.
- 6. Finance:**
 - 6.1 To receive an update on bank account mandate changes and agree actions as necessary.
 - 6.2 To confirm the internal auditor – HALC, at a cost of £220 plus VAT
 - 6.3 To consider any invoices due for payment, including but not limited to:
 - 6.3.1 £40.00 (ICO renewal paid by DD)
 - 6.3.2 £70.00 (Website hosting renewal)
 - 6.3.3 £25.00 (Hall booking Much Marcle for PC brief to HC/BB re Traffic calming)
 - 6.3.4 £156.39 (Clerking costs (Stamps, Ink, Prof Printing, PO special delivery ET docs)
 - 6.3.5 ££89.82 (Adobe Acrobat subscription for ET & PC document management)
- 7. Highways:**
 - 7.1. Traffic Calming Project: To receive report and agree actions if required
 - 7.2. Local Highways: To consider Lengthsman work update and agree actions as required.
- 8. Planning.** To consider comments in applications to be determined by Herefordshire Council.
 - 8.1. Application 230602 – Reylands, HR9 7TU – Proposed single garage at the side of a barn for ancillary accommodation.
 - 8.2. Application 230590 – Heatherfield House, HR9 7OP – proposed extension & alterations
 - 8.3. Application 230577 – Field change of use – equestrian - Phocle Green, HR9 7TW
- 9. Footpaths:** To receive an update and agree actions as necessary.
- 10. Website:** To receive an update and agree actions as necessary.
- 11. To consider items for the next agenda.**
- 12. Chairmans closing remarks.**
- 13. To note the date of the next meetings:**
 - 13.1. **15 May** - Annual Meeting of the Parish Council (19:00hrs Millennium Hall).
 - 13.2. **30 May** - Annual Parish Meeting (18:00hrs Millennium Hall)

A resolution will be passed to exclude the public from the following confidential update

14. Employment Tribunal.

- 14.1. To consider an update concerning Employment Tribunal and agree action.

Signed: *M Rusby*
Chairman

Dated: 30 Mar 23