

UPTON BISHOP PARISH COUNCIL

Councillors are summoned to attend an ordinary meeting of the Upton Bishop Parish Council
on Tuesday 02 April 2024 at 1900
in the Upton Bishop Millennium Hall

AGENDA

- 1. 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**
- 2. To consider the employment of a new Clerk/RFO**
 - 2.1.** To receive verbal report from interview panel
 - 2.2.** To consider terms of employment contract
 - 2.2.1.** Start date
 - 2.2.2.** Hours per week
 - 2.2.3.** Salary scale point
 - 2.3.** To appoint payroll provider
- 3. To consider accessing HALC Clerk Cover for the meeting**
- 4. To receive apologies for absence**
- 5. To receive declarations of interest and written dispensation requests**
- 6. To consider the co-option of applicants to fill current vacancy and receive any declarations of interest**
- 7. To consider the minutes of the Extra Ordinary meeting held on 5th March 2024**
- 8. Open Session:**
 - 8.1.** To receive report from the Ward Councillor
 - 8.2.** To receive representations from Members of the Public
- 9. Finance:**
 - 9.1.** To receive an update on Bank Balances
 - 9.2.** To notify Lloyds Bank of appointment of clerk
 - 9.3.** To receive an update on Q4 Income v Expenditure
 - 9.4.** To appoint an Internal Auditor for 23/24 accounts
- 10. Planning:**
 - 10.1. To consider the following applications for determination by Herefordshire Council**
 - 10.1.1.** 240582 – Phocle Fruit Farm, Phocle Green, Ross-on-Wye, HR9 7XU. Proposed removal of 10m of lane-side hedge and 15m of track side hedge and the subsequent planting of 18m of new hedge.
- 11. Highways:** To receive an update concerning the Traffic Calming project and agree actions as necessary
- 12. Lengthsman:**
 - 12.1.** To consider extending the current Lengthsman contract
 - 12.2.** To consider advertising the Lengthsman contract for 2024-25
- 13. Footpaths:** To receive an update and agree actions as necessary
- 14. Website:** To receive an update and agree actions as necessary
- 15. To consider items for the next agenda**
- 16. Chairmans closing remarks**
- 17. Next Meetings:**
 - 17.1.** To note the date of the Annual Meeting of the Parish Council - Tue 7 May 24

Signed: M Rusby (Chairman)

Dated: 25 March 2024