

UPTON BISHOP PARISH COUNCIL

Parish Councillors are summoned to an Ordinary Meeting of the Upton Bishop Parish Council at the Millennium Hall, Upton Bishop, on Tuesday 14th January 2025 at 7.00pm

The Public and Press are cordially invited to attend.
This meeting may be recorded under Standing Order 31

Agenda

- 1. To receive apologies for absence**
- 2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items**
- 3. To consider, approve and sign the minutes of the Parish Council meetings held on 3rd September 2024, 1st October 2024 and 5th November 2024.**
- 4. Public Question Time**
 - 4.1. To receive representations from members of the public
Designated maximum period of 15 minutes to accommodate members of the public who may wish to either raise relevant issues or ask the Parish Council questions
 - 4.2. Ward Councillor's report
 - 4.3. Millennium Hall report
 - 4.4. Website report
- 5. Planning**
 - 5.1. To Comment on Planning Applications for Determination by Herefordshire Council:
 - 5.1.1. Planning Consultation - 242928 - Tedgewood Farm, Upton Bishop, Ross-On-Wye, Herefordshire HR9 7UR – Proposed minor alterations to twentieth century interventions. Application type: Listed Building Consent.
 - 5.1.2. Planning Consultation - 242978 - Tedgewood Farm, Upton Bishop, Ross-On-Wye, Herefordshire HR9 7UR – Proposed erection of oak framed garden room style extension following removal of existing lean-to and storage outbuildings. Application type: Full Householder.
 - 5.1.3. Planning Consultation - 242979 - Tedgewood Farm, Upton Bishop, Ross-On-Wye, Herefordshire HR9 7UR – Proposed erection of oak framed garden room style extension following removal of existing lean-to and storage outbuildings. Application type: Listed Building Consent.
 - 5.1.4. Planning Consultation - 243019 - Tedgewood Farm, Upton Bishop, Ross-On-Wye, Herefordshire HR9 7UR – Alteration of existing domestic ancillary building and removal of adjacent shed. Application Type: Full Householder.

UPTON BISHOP PARISH COUNCIL

5.1.5. Planning Consultation - 243020 - Tedgewood Farm, Upton Bishop, Ross-On-Wye, Herefordshire HR9 7UR – Alteration of existing domestic ancillary building and removal of adjacent shed. Application Type: Listed Building Consent.

5.1.6. Planning Consultation – 243111 – Haywood Farm Caravan and Camping Park, Swagwater Lane, Gorsley, Ross-On-Wye, Herefordshire HR9 7EB – Change of use of estate managers accommodation to a holiday let, use of land for siting of a static caravan for use as estate managers accommodation and installation of two windows at first floor level of the existing amenity building. Application Type: Planning Permission

5.2. To consider an update on recent planning applications considered by the council.

5.3. To consider latest planning advice received from Herefordshire Council.

6. To consider broadband across the Parish including an update re Phocle Green

7. Lengthsman, Highways and Footpaths

7.1. To receive an update on works carried out by the lengthsman and to consider work to be carried out by the lengthsman

7.2. To consider the draft Parish Lengthsman 2025-26 funding and outline work plan

7.3. To consider the Upton Bishop Flood Risk areas as of January 2025 and next steps

7.4. To consider the PRoW grant delivery programme and agree the process for dealing with interim funding of necessary materials of c.£400

7.5. To consider any footpath works required

7.6. To consider any issues or works to be raised with Balfour Beatty

8. Finance

8.1. To consider the most recent finance report and bank reconciliation

8.2. To consider the following invoices for payment:

8.2.1. Wayne Reed – Lengthsman tasks December 2024 –General Maintenance, Grips and Gullies, salt bins – £432 (no VAT)

8.2.2. Upton Bishop Millennium Hall – October and November 2024 – Hire of hall – £40 (no VAT)

8.2.3. Clerk s salary according to agreed contract for November and December 2024 and January 2025

8.2.4. HMRC – PAYE for clerk’s salary for November, December 2024 and January 2025

8.3. To note payments and receipts between meetings

8.4. To consider increasing the expenditure limit for the use of personal debit/credit cards (Fin regs 9.4) to enable effective delivery of the council services.

8.5. To consider the budget process for 2024/25

9. To consider correspondence between meetings

10. To consider items for the next meeting – No discussion

To include setting of budget and precept.

11. Date of next scheduled meeting – Tuesday 4th February 2024 at the Millennium Hall, Upton Bishop

Andrée Mitchell

Date: 9th January 2024

Parish Clerk and RFO to Upton Bishop Parish Council