

## UPTON BISHOP PARISH COUNCIL

Councillors are summoned to attend a Scheduled Meeting of the Parish Council on  
**Tuesday 4<sup>th</sup> June 2019 at 19.00 in the Main Hall of the Millennium Hall**

### A G E N D A

1. **To accept apologies for absence**
  - 1.1 To note casual vacancy due to non-declaration of office acceptance by Tony Chudziak.
2. **To receive declarations of interest & written requests for dispensation**
3. **To adopt Standing Orders**
4. **Co-option:**
  - 4.1 To consider Co-option Policy.
  - 4.2 To co-opt to fill 3 vacancies from the published election.
5. **To consider the minutes of the previous meeting ... 22<sup>nd</sup> May 2019.**
6. **Open Session:**
  - 6.1 To receive a brief verbal report from Ward Councillor Barry Durkin, including:
    - 6.1.1 Update on dogs at Foxhall.
    - 6.1.2 Goods traffic (access/egress) & plant noise at Castle Farm/Blue Sky.
  - 6.2 To receive views of local residents on parish matters.
7. **Planning:** To consider comments on application for determination by Herefordshire Council:
  - 7.1 Land at Windy Hollow: App P191581/U-Certificate of Lawfulness (Existing). Change of use of land from agricultural use to use for siting of 5 caravans to provide residential accommodation for those employed to fulfil temporary/agency type contracts.
  - 7.2 Land between Leeward House & Millennium Hall. App P191187/O ... Outline application for erection of 9 houses & improvement of existing access to serve development.
8. **Finance**
  - 8.1 To adopt Financial Regulations.
  - 8.2 To note bank balances & consider actions required in the absence of a clerk.
  - 8.3 To consider all outstanding payments, including:
    - 8.3.1 Forward payment of hall-hire charges for 2019/20.
    - 8.3.2 HALC 2019/20 membership ... £503.02.
9. **Lengthsman:** To consider annual contract, outstanding payments and future work.
10. **Highways Issues:** Proposed white lining in & out of Crow Hill on B4221 & B4224.
11. **Footpaths:** To consider appointing two local residents as joint Footpaths' Officers.
12. **Website**
  - 12.1 To consider current practice and outstanding payments to UK2 (£54.89).
  - 12.2 To consider setting up a parish council specific website.
13. **Neighbourhood Development Plan**
  - 13.1 To receive feedback from Annual Parish Meeting.
  - 13.2 To note next Steering Group meeting ...
14. **To note the date of the next scheduled meeting ... Tuesday 2<sup>nd</sup> July**

NB: Remaining 2019 meeting dates: 6.8.19, 3.9.19., 1.10.19., 5.11.19., 3.12.19.
15. **Recruitment of a new Clerk/RFO:** *A resolution will be passed to exclude the public*
  - 15.1 To consider all matters relating to outgoing clerk & new clerk

*Lynda Wilcox* – Acting Clerk