

Kinnersley & District Group Parish Council

**The Parish meeting for Kinnersley and District Parish Council will be held on Tuesday
16th of May from 7pm at Norton Canon Village Hall**

Agenda:

- 1. Acceptance of Apologies for Absence**
- 2. Report from the Chair of the PC on Parish Council activities for the year ending March 2023**
- 3. Open discussion on Parish Matters**

**Followed by The Annual meeting of Kinnersley & District Group Parish Council
to be held on
Tuesday 16th May 2023 from 7.30pm
at Norton Canon Village Hall**

Clerk's email address: clerk@kinnersleygroupcc.co.uk

Agenda:

- 1. To elect the Chairman of the Council and to receive Chairman's signature on Declaration of Acceptance of Office**
- 2. To elect the Vice-Chairman of the Council**
- 3. To remind Councillors to submit their Register of Interests forms to Herefordshire Council within 28 days**
- 4. To receive all Declarations of Acceptance of Office forms from Cllrs**
- 5. Acceptance of Apologies for Absence**
- 6. To review committee structures, areas of responsibility, and to appoint members to serve as required:-**
 - 6.1 Finance working group
 - 6.2 Planning working group
 - 6.3 Bank Signatories
- 7. To review and/or adopt Group Parish Council policies:**
 - 7.1 Model Standing Orders 2018 (England) Updated April 2022 - Appendix 1
 - 7.2 Code of Conduct LGA Model Code 2020 – Appendix 2
- 8. To Record any Declarations of Interest and Consider any Requests for Dispensation**
- 9. To Consider Approval of Minutes of the Parish Council meeting held on 21st of March 2023**
- 10. Open Discussion**
 - 10.1 To receive an update from Ward Councillor Robert Highfield
 - 10.2 To receive views of local residents on Parish matters

11. To note Planning Applications determined by Herefordshire Council and comments to be made by Kinnersley and District Group Parish Council:

Application number and info	HCC Status	K&DGPC Comment to be submitted to HCC
<p>Planning Consultation P230753/U Lower Ailey Farm Kinnersley Hereford Herefordshire HR3 6PA Certificate of Lawful Development for an existing On Farm Anaerobic Digester confirming the capacity of the plant (2nr CHP, each of 100kW electrical (as noted on the commissioning certificates) and 190kW thermal capacity).</p>	<p>WITHDRAWN</p>	<p>N/A</p>
<p>Planning Consultation P230445/F The Batch Sarnesfield Hereford Herefordshire HR4 8RH. Agricultural manure storage building.</p>	<p>Approved with Conditions</p>	<p>N/A</p>
<p>Planning Consultation P231186/L - Listed Building Consent and P231185/FH - Full Householder - Hallaston, Sarnesfield, Hereford, Herefordshire HR4 8RF. Proposed single storey utility room extension to an existing barn conversion within the curtilage of a Grade 2 listed farmhouse.</p>	<p>VALID</p>	
<p>Planning Consultation P220873/F Land at Hurstley Court Kinnersley Herefordshire HR3 6PD. Proposed rural worker's dwelling and double garage</p>	<p>VALID</p>	
<p>Planning Consultation P230889/F Land off Hurstley Lane Kinnersley Herefordshire HR3 6PD. Proposed extension to existing storage barn to provide an agricultural stock housing building.</p>	<p>VALID</p>	
<p>Planning Consultation P230841/O Land at Bridge House Norton Canon Herefordshire P230850/FH - Full Householder HR4 7BG. Outline application with some matters reserved for 2 no. building plots to accommodate 2 no. three storey dwellings.</p>	<p>VALID</p>	
<p>Planning Consultation P230850/FH - Full Householder and P230851/L - Listed Building Consent. Hackmoor Hall, Letton, Hereford, Herefordshire HR3 6DP. Proposed erection of rear single storey extension and rear first</p>	<p>VALID</p>	

floor dormer extension. Creation of annexe within the existing outbuilding and insertion of new fenestration.		
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12. To consider and approve Paul Russell to complete the 2022/23 internal audit for the Council at a cost of £125 plus VAT

13. To consider and agree for a Councillor member to act as a Representative Member for the Committee of Management for Norton Canon Village Hall

14. Receive an update on working groups and consider action

14.1 SID's at Letton

14.2 To note any Letton Flood Hub updates

15. Footpaths and Highway

15.1 To consider any footpath or highway issues for reporting:

16. Finance

16.1 To note current bank balance of £17619.11 as at 21 April 2023 and to also note the April 2023 finance report - Appendix 3

16.2 To Consider and Agree Payments of Outstanding Accounts:

15.2.1 Clerks April 2023 and May 2023 Salary £911.22

15.2.2 Clerks March to May 2023 expenses - £31.65 (previously circulated)

15.2.3 Lengthsman May 2023 invoice £240.50

15.2.4 Autela fees for payroll and HRMC end of year submission £70.23

15.4.5 Norton Village Hall Hire for 16th May 2023 Council meeting £16

16.3 To consider and agree for Clerks salary to be paid monthly and noted at future council meetings

16.4 To consider and agree the increase from £16 to £18 for the hall hire of Norton Canon Village Hall for future council meetings

17. To consider and agree whether Chair or HALC to cover Clerks holiday or sickness absence.

18. To note items for the next agenda (no discussion at current meeting)

Jennifer Wilkie - Clerk to Kinnersley and District Group Parish Council

Date: 10th May 2023