

Whitbourne Parish Council

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10th January 2017

Dear Councillor

Notice is hereby given that an Ordinary Meeting of Whitbourne Parish Council will be held on Monday 16th January 2017 at 19:30 hours in Whitbourne Village Hall when the business set out in the agenda below will be transacted. Your attendance at the meeting is requested.

Yours faithfully

Jeanette Hill

Clerk and Responsible Financial Officer

Democratic Period/Question Time: An opportunity for parish residents to raise matters of interest or concern with the Parish Council. The structure of this session will be subject to the discretion of the Chairman.

AGENDA

1 To Consider any Apologies for Absence

2 Declarations of Interest

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature
- c. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest, which falls with the terms of paragraph 12(4)(b) of the Code of Conduct and who have not been granted a Dispensation, **must leave the room for the relevant items.**

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

3 To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011). Written requests for the granting of a dispensation to be made to the Clerk.

4 Minutes of Previous Meetings of the Council

- i) To consider the adoption of the minutes of the Ordinary Meeting of Whitbourne Parish Council held on 7th November 2016
- ii) To consider the adoption of the minutes of the Extra-ordinary Meeting of Whitbourne Parish Council held on 5th December 2016
- iii) To consider the adoption of the minutes of the Extra-ordinary Meeting of Whitbourne Parish Council held on 9th January 2017

5 Progress Reports/Updates on matters considered at the previous meeting

6 To receive the report of the Herefordshire Councillor Nigel Shaw - For Information

7 Chairman's Report

8 Reports by Councillors

To receive the reports of Committees and Working Groups and of Councillors representing the Council on outside bodies, to ask relevant questions, and to decide on appropriate action.

- i) Whitbourne village Hall Committee
- ii) Playing Field Committee
- iii) S106 Working Group.

9 Report from the local police officer – For Information

10 Planning

- a) To consider planning applications referred by Herefordshire Council for comment
- b) To consider under the Scheme of Delegation any Planning Applications received between publication of this agenda and the Meeting
- c) Details of Decision Notices received

- d) To consider reports of other “Planning” related Matters received by the Council prior to the commencement of the meeting.

11 Highways and Byways

To receive reports of highways (roads & pavements) & byways (bridleways and footpaths) matters Lengthsman

- a) New issues to be reported to Balfour Beatty
- b) Update on matters previously reported.

12 Finance

- a) Bank Reconciliation
- b) Receipts
- c) Payments: To receive reports of payments made and to consider payments to be made in respect of outstanding invoices and requests for payment
- d) Confirm renewal of the Whitbourne domain name whitbourneparishcouncil.org.uk for 3yrs from 11th January 2017
- e) Correspondence from Herefordshire Council re Allowance Scheme for Parish or Town Councillors.

13 Correspondence for consideration and information

- a) Invitation from Herefordshire Council to a Travellers’ Sites Development Plan drop-in session at Hereford Town Hall on Monday 6 February from 4-7pm
- b) Herefordshire, Shropshire and Telford and Wrekin Councils and the Marches Local Enterprise Partnership have commissioned “MDS Transmodal”, a specialist freight transport consultancy, to develop a freight strategy for the Marches. The deadline for completion of the survey, which must be completed online, is 30 January 2017.
- c) Invitation re consultation on Local Flood Risk Management Strategy for Herefordshire Council (end date 30 January 2017).

14 Items for inclusion on a future agenda

To report and request items for inclusion on future agenda; to have regard to items raised in public session.

15 Date of Next Meeting

The next Ordinary Meeting of Whitbourne Parish Council: date to be confirmed.

In view of the confidential nature of the business about to be transacted, the public and press were excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960. The reason being: Matters linked to Contractual issues for current staff.

16 Resigning Clerk – Handover

17 Appointment of a replacement Clerk