

# PUTLEY PARISH COUNCIL

Parish Clerk – Mrs C Stallard Daniels, Donnington Court, Ledbury, HR8 2HX,  
Tel 01531 890273, email Putleyclerk@hotmail.co.uk

## **Councillors are summoned to attend the Annual Parish Council meeting on Monday 13<sup>th</sup> May 2019 At 7.30 in the Putley Parish Hall Meeting Room**

### **Agenda**

1. To elect a Chairman.
2. To elect a Vice Chairman.
3. To receive apologies for absence.
4. To record any Declarations of Interest and consider any Requests for dispensations.
5. To receive a report from the Herefordshire Council Ward Member.
6. Public Participation. Please note that decisions cannot be made on items not on the agenda.
7. To approve the minutes of the Parish Council Meeting held on 18<sup>th</sup> April.
8. To elect other officers: Finance officer, Lengthsman Administrator, Emergency co-ordinator, Parish Footpaths Officer, HALC Representative, Parish Hall Representative.
9. Finance:
  - a. To consider payment of outstanding accounts
  - b. To note finance report and bank balances
  - c. To complete the Certificate of Exemption
  - d. To receive the certified accounts for 2018/19 if available
  - e. To complete the Annual Governance statement if the accounts are available.
10. Highways/Footpaths
  - a. To receive a report from the Lengthsman Coordinator
  - b. To receive a report from the Footpath Officer
11. To consider the reduction of the meeting cycle from 10 meetings per annum to 6, with additional meetings being called if required to consider planning applications.
12. To note the position on co-opting new Councillors.
13. To receive agenda items for the next meeting
14. To note the date of the next meeting, scheduled for Thursday 20<sup>th</sup> June 2019.

Signed

***C Stallard Daniels***

Clerk to the Parish Council

31 July 2019