

# PUTLEY PARISH COUNCIL

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

## **Councillors are summoned to attend a Parish Council meeting on Thursday 17<sup>th</sup> September 2020 At 7.00 in the Putley Parish Hall Meeting Room**

### **Agenda**

1. To receive apologies for absence.
2. To record any Declarations of Interest and consider any Requests for dispensations.
3. To receive a report from the Herefordshire Council Ward Member.
4. Public Participation. Please note that decisions cannot be made on items not on the agenda.
5. To approve the minutes of the Parish Council Meetings held on 16<sup>th</sup> & 30<sup>th</sup> July, 20<sup>th</sup> August and 3<sup>rd</sup> September 2020.
6. Finance:
  - a. To consider payment of outstanding accounts.
  - b. To note finance report and bank balances.
  - c. To receive the certified accounts for 2019/20, Internal Audit Report and Accounting Statements.
  - d. To complete the Annual Governance statement.
  - e. To note and agree new national pay scales for Clerk.
  - f. To discuss budget and precept for 2021/2022.
7. Highways/Footpaths:
  - a. To receive a report from the Lengthsman Coordinator.
  - b. To receive a report from the Footpath Officer.
8. To receive an update on the Parish Emergency Plan.
9. To receive an update on the Parish Council website.
10. To receive a report on the Cider Press.
11. To consider the meeting cycle, currently 6 meetings per annum, and the timing, currently usually 7.30.
12. To consider the purchase of a poppy wreath from the Lady Haig Poppy Factory.
13. To receive an update from HALC regarding planning applications.
14. To receive agenda items for the next meeting.
15. To note the date of the next meeting, scheduled for Thursday 19<sup>th</sup> October 2020

Signed

***C Stallard Daniels***

Clerk to the Parish Council

15 September 2020