PUTLEY PARISH COUNCIL

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

Councillors are summoned to attend the Annual Parish Council meeting on Thursday 19th May 2021 At 7.30 in Putley Village Hall

Agenda

- 1. To elect the Chairman and to sign the Declaration of Office.
- 2. To elect the Vice Chairman and to sign the Declaration of Office.
- 3. To receive apologies for absence.
- 4. To record any Declarations of Interest and consider any Requests for dispensations.
- 5. To approve the minutes of the Parish Council Meeting held on 17th March 2022
- 6. To elect other officers: Finance officer, Lengthsman Administrator, Emergency coordinator, Parish Footpaths Officer, HALC Representative, Parish Hall Representative.
- 7. Finance:
 - a. To note payments between meetings:

Putley Village Hall

£42.00

b. To consider payment of outstanding accounts:

Clerks salary May & June

Zurich Insurance: £257.60

- c. To approve the year end finance report and bank balances:
 The current account stands at £8239.20 and the reserve account £11067.77
- d. To complete the Certificate of Exemption
- 8. Planning:
- 9. To consider the adoption of the updated Code of Conduct from HALC.
- 10. To consider response to the Rights Of Way letter received from a resident.
- 11. To receive a report from the Footpath Officer.
- 12. To receive a report from the Lengthsman Coordinator.
- 13. To receive an update on the Parish Emergency Plan.
- 14. To receive an update on the Website.
- 15.To consider content for the Cider Press.
- 16. To receive agenda items for the next meeting.

To note the date of the next meeting, scheduled for Thursday 21st July 2022. However, and interim meeting will be required to receive and approve the Auditors report and approve the Annual Governance Statement and Annual Accounting statements for the External Auditor, which must be displayed on the website by 1st July.

Signed **C Stallard Daniels** Clerk to the Parish Council 12 May 2022