

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 Thursday 25th July 2019 At 7.30 in the Putley Parish Hall Meeting Room

Agenda

1. To elect a Chairman.
2. To co-opt new Councillors.
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 consider a request from the Putley Press for a grant.
8. To approve the minutes of the Parish Council Meeting held on 13th May.
9. To elect other officers: Finance officer, Lengthsman Administrator, Emergency co-ordinator, Parish Footpaths Officer, HALC Representative, Parish Hall Representative.
10. Finance:
 - a. To consider payment of outstanding accounts and note payments between meetings.

Clerks salary July and August	
Internal Auditor	£100.00
Clerks salary June	
HMRC	£29.40
Zurich Insurance	£257.60
Ledbury Computer Care	£66.00
 - b. To complete the Annual Governance statement.
 - c. To consider the Accounting Statements.
 - d. To approve the Accounting Statements.
11. Planning: To consider planning application 192365, Reserved matters following approval of 180671/0, dwelling and garage at Lazyacre, Putley Common.
12. Highways/Footpaths
 - a. To receive a report from the Lengthsman Coordinator
 - b. To receive a report from the Footpath Officer
13. 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.
14. To consider a change of Clerks hours.

- 15.To consider changing the email supplier to the Parish Council
- 16.To receive agenda items for the next meeting
- 17.To note the date of the next meeting, scheduled for Thursday 26th September 2019.

Signed ***e Stallard Daniels*** Clerk to the Parish Council 31 July 2019

Suggested future meetings:

At the moment there are 10 meetings a year. Traditionally there is no meeting in January and August.

The December meeting falls very close to the Christmas break. Meetings are needed in March to receive year end accounts, May as this is when the Annual meetings must be held and November to agree and set the precept for the following financial year. Therefore January, March, May, July, September and November would fit the pattern, with extra meetings if required for planning applications which need discussion or other urgent business.