

Aymestrey Parish Council

Councillors are summoned to attend the Annual Meeting of the Parish Council and the scheduled meeting, on Wednesday 26 May 2021 at 7.00pm in Aymestrey Parish Hall

The Press & Public are cordially invited to attend.

If more than 6 members of public wish to attend, the meeting may be moved outside (weather permitting) or closed, due to COVID-19 restrictions. If you prefer, comments or queries may be submitted in writing via the Clerk, Mrs Maggie Brown, clerk@aymestrey.org or The Quern, Chapel Lawn, Bucknell. SY7 0BW

Annual Meeting of the Parish Council

AGENDA

1. **To elect the Chairman** of the Council and to receive Declaration of Acceptance of Office
2. **To elect the Vice Chairman** and to receive Declaration of Acceptance of Office
3. **Apologies To receive apologies for absence.**
4. **Declarations of Interest.** To receive Declarations of Interest and written Dispensation requests.
5. **To approve and adopt**
 - 5.1. Revised 2018 Herefordshire Code of Conduct
 - 5.2. Standing Orders (amended in April 2021)
 - 5.3. Financial Regulations
 - 5.4. Risk Management Policy
 - 5.5. Online Banking Policy
 - 5.6. Asset Register
 - 5.7. Publication Scheme
6. **To confirm bank mandate arrangements.**
7. **To confirm dates of Parish Council meetings** on the 4th Wednesday of the month as follows:
23 June 2021; 28 July 2021; August – no scheduled meeting; 22 September 2021; 27 October 2021
24 November 2021; December – no scheduled meeting; 26 January 2022; 23 February 2022
23 March 2022; 27 April 2022; 25 May 2022 Annual Meeting of the Parish Council.

Aymestrey Scheduled Parish Council Meeting

AGENDA

8. **Vacancy** To note vacancy, and date for receipt of applications for co-option, if an election is not called.
9. **Open Discussion**
 - 9.1. To receive brief oral report from Ward Cllr Carole Gandy.
 - 9.2. To hear views of local residents on parish matters.
 - 9.3. Update on parish matters from Chairman and reports from Councillors.
10. **Minutes** To approve minutes of the scheduled meeting held 28 April 2021.
11. **Planning Applications** To consider the following applications to be determined by Herefordshire Council.
[P210981/FH](#) The Byre The Farm Aymestrey Leominster Herefordshire HR6 9ST Proposed single-storey, 2-bay, oak-framed garage.
12. **Financial Matters**
 - 12.1. To receive application from Aymestrey Parochial Church Council for a donation towards upkeep of churchyards and agree payment, in line with the 2021/22 budget, be made before the June meeting of the Parish Council.
 - 12.2. To note payments between meetings: Direct Debit 20/04/21 £20.40, inc. VAT, PlusNet for broadband & David Lovelace £40.00 for Mapping of Commons in Aymestrey.
 - 12.3. To note balances and approve payments: Lloyds Bank Balance at 19 May 2021 **£19,727.57**
Ringfenced funds: For Traffic Calming Schemes £2,795.98; Parish Initiatives £936.00;
Election Fund £910.78; IT replacement £100.00; Reserve Fund £5,000.00; General Revenue Reserve £4,419.30. TOTAL ringfenced **£14,162.06**. Un-ringfenced funds available: including 50% Precept received. **£5,565.51**.
Payments for approval. Figures include VAT if applicable.
Clerk, Payroll Months 1 and 2 £479.76; HMRC PAYE £119.80; Clerk's Expenses Apr/May** £63.51;
D B Williams, Lengthsman, Ditch clearance and unblocking pipe £36.00. Total Payments **£699.07**.
Un-ringfenced balance after May Payments: **£4,866.44**.

** Zoom subscription for 2 months £14.39; SLCC subscription £34.11; Printer Ink £15.01. VAT to be claimed £4.90

13. **Insurance** To consider quotations for 2021/22, payment due before 1 June 2021.
14. **Good Neighbour Scheme: To receive an update.**
15. **Consultation**
 - 15.1. To consider response to Herefordshire Council's Chief Executive, Paul Walker, on how he can improve a parish councillor's role.
 - 15.2. To consider response to Herefordshire Council's Licensing Section, re Variation of premises licence for Mortimers Cross Inn.
16. **Common Land in Aymestrey Parish** To receive an update.
17. **Memorial Benches** To receive an update
18. **Notice Boards at Aymestrey Parish Hall** To discuss ownership, condition and access to boards.

19. **Footpaths**
 - 19.1. To receive report from Footpaths Officer.
 - 19.2. To consider works to be undertaken by the Footpaths Officer.

20. **Lengthsman**
 - 20.1. To receive update on works completed.
 - 20.2. To consider works to be undertaken by the Lengthsman.

21. To note contents of Information Sheet.

22. To note date of the next meeting, **scheduled for Wednesday 23 June 2021.**

Maggie Brown
Clerk to the Council

clerk@aymestrey.org

20 May 2021
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