

STRETTON GRANDISON GROUP PARISH COUNCIL

Parish Clerk: Mrs Emma Thomas, Hadleigh, Bishops Frome, Worcester, WR6 5AP. Tel: 01885 490414
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Councillors are summoned to attend the Annual Meeting of the Parish Council
to be held at **Ashperton Village Hall**
on Monday 9th May 2022 at 7.30pm

AGENDA

1. To elect the Chairman of the Council and to receive Chairman's signature on Declaration of Acceptance of Office
2. To elect the Vice-Chairman of the Council and to receive the Vice-Chairman's signature on Declaration of Acceptance of Office
3. To accept any Apologies for Absence and Note the Reason
4. To record any Declarations of Interest and Consider any Requests for Dispensations
5. To remind Councillors to review their submission of the Councillors Register of Interest form be held by Herefordshire Council
6. To consider Approval of Minutes of Parish Council meeting held Monday 14th March 2022
7. To receive a brief Report from Three Crosses Ward Councillor Jonathan Lester
8. Public Participation Session for Local Residents to raise matters relevant to the Parish Council (Please note: Decisions cannot be made on items not on the agenda) *This item to be limited at the discretion of the chairman*
9. **To Review Stretton Grandison Group Parish Council policies and (re)adopt**
 - a) Standing Orders – Appendix 1
 - b) Code of Conduct – Appendix 2
 - c) Financial Regulations – Appendix 3
 - d) Donations / Grants Policy – Appendix 4
 - e) **Risk Schedule Assessment** and Finance Controls – Appendix 5
 - f) Risk Management Policy – Appendix 6
 - g) Publication Scheme – Appendix 7
 - h) Complaints Procedure – Appendix 8
 - i) Asset Register – Appendix 9**
 - j) Media and Social Media Policies – Appendix 10 and 11
 - k) Equality Policy – Appendix 12
 - l) Data Protection Policy, General Privacy Notice, Staff Privacy Notice, Subject Access Request Form, Security Incident Procedure, Retention Schedule and Privacy Consent Form – Appendix 13 and 13a – 13f incl
 - m) Bullying and Harassment Policy – Appendix 14
 - n) Policy for dealing with Planning Applications received between meetings – Appendix 15
 - o) Communications Policy – Appendix 16
 - p) Discipline and Grievance Policy – Appendix 17
 - q) Health and Safety Policy – Appendix 18
 - r) Training and Development Policy – Appendix 19
 - s) Unacceptable Behaviour Policy – Appendix 20
 - t) Urgent Business Between Meetings Policy – Appendix 21
 - u) Reserves Policy – Appendix 22
 - v) To consider agreement to continue to comply with the Transparency Code
 - w) To remind councillors of self-disqualification law
 - x) To confirm eligibility to act under the General Power of Competence
 - y) To note the attendance record of councillors at meetings during 2021-22
10. **Finance:**
 - a) To consider the End of Year 2021-22 finance report and bank statements. – Appendix 23
 - b) To consider and approve Internal Audit Report – Appendix 24
 - c) To consider and approve the Annual Return Governance Statement – Appendix 25
 - d) To consider and approve the Annual Return Accounting Statements – Appendix 26
 - e) To review the parish council insurance policy and decide on any amendments required
 - f) To consider the internal auditor for 2022-23
 - g) To consider continuing to use the "payments and receipts" accounting method for 2022-23

- h) To note the VAT return for 2021-22
- i) To receive update on Poorlands Meadow Trust
- j) To note the following payments made between meetings under Clerks Delegated Authority (Finance Regulations item 5.5)
 - a) Clerks April Salary
- k) To consider the following invoices for payment
 - a) Clerks May Salary
 - b) Clerks May expenses £45.57 – previously circulated
 - c) Autela Payroll Services £50.40

11. Planning:

- a) To consider any planning applications referred for comment, for determination by Herefordshire Council
 - 210865 - Canon Frome Court, Canon Frome, Ledbury, Herefordshire HR8 2TD**
Proposed conversion of two outbuildings to create three new dwellings. Works include: lean-to extension to former Workshop to be replaced with single storey extension and open courtyard attached to former Dairy to be enclosed with a new flat roof. Proposed works to upgrade existing storage building and Listed Building Consent

 - 214691 - Land Adjacent School Cottage, Homend Park Road, Stretton Grandison,**
Erection of two detached two storey dwellings and two double garages.

 - 221180 - Lower Eggleton Court, Lower Eggleton, Ledbury, Herefordshire HR8 2UJ**
Proposed agricultural dry manure storage building.

 - 221254 - Land to the south-east of the Wheatsheaf Inn and directly adjacent to (south) of the A4103, Fromes Hill, HR8 1HT**
Proposed development of 10 new dwellings with associated works.

- b) To consider a response to The Local Plan 2021-2041 Policy Options consultation

12. Highways/Footpaths:

- a) To consider any highway or footpaths issues for reporting to Balfour Beatty

13. To consider next steps with The Great Collaboration and consider paying an annual subscription of £50

14. To consider the next litter pick and a schedule for the coming year

15. To consider holding a Platinum Celebration Party with Ashperton

16. To consider any correspondence received by the Clerk
- Road surface through Stretton Grandison

17. To consider the meeting venue and dates for the coming year.

18. To consider any items for the next agenda (no discussion)

19. To note the date of the next meeting –11th July 2022 – TBC

Emma Thomas – Parish Clerk

Dated: 4th May 2022

The press and public are cordially invited to attend the meeting

Planning record – (previous six months)

<u>DATE</u>	<u>APPLICATION NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFD COUNCIL DECISION</u>
Nov 2020	203313	Land at the Barn, Canon Frome, Proposed Outline application with all matters, save access, reserved for the erection of 3 detached dwellings.	Support	Awaited
May 2021	210865/6	Canon Frome Court, Canon Frome, Ledbury, HR8 2TD Proposed conversion of two outbuildings to create three new dwellings. Works include: lean-to extension to former Workshop to be replaced with single storey extension and open courtyard attached to former Dairy to be enclosed with a new flat roof. Proposed works to upgrade existing storage building. And Listed Building Consent	Support	Awaited
Jan 2022	214395/3	Winterbyre, 4 Townsend Barns, Stretton Grandison, HR8 2TS Replace indoor oil-fired domestic heating boiler with outside 11 kWh air source heat pump. Install 7.5 kWh solar photovoltaic array on south-facing roof and Listed Building Consent	Support	Approved with conditions