

STRETTON GRANDISON GROUP PARISH COUNCIL

Parish Clerk: Mrs Emma Thomas, Hadleigh, Bishops Frome, Worcester, WR6 5AP. Tel: 01885 490414
email: pcgroupclerk@gmail.com website: www.strettongrandisongpc.org.uk

**Councillors are summoned to attend a Meeting of the Parish Council
to be held at St James Church – Canon Frome
on Monday 13th May 2024 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
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 update their Register of Interest form with Herefordshire Council if necessary
6. To consider Approval of Minutes of Parish Council meeting held Monday 18th March 2024
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 Policy – Appendix 10**
 - k) **Equality Policy – Appendix 11**
 - l) **Data Protection Policy, General Privacy Notice, Staff Privacy Notice, Subject Access Request Form, Security Incident Procedure, Retention Schedule and Privacy Consent Form – Appendix 12 and 12a – 12f incl**
 - m) **Bullying and Harassment Policy – Appendix 13**
 - n) **Policy for dealing with Planning Applications received between meetings – Appendix 14**
 - o) **Communications Policy – Appendix 15**
 - p) **Discipline and Grievance Policy – Appendix 16**
 - q) **Health and Safety Policy – Appendix 17**
 - r) **Training and Development Policy – Appendix 18**
 - s) **Unacceptable Behaviour Policy – Appendix 19**
 - t) **Urgent Business Between Meetings Policy – Appendix 20**
 - u) **Reserves Policy – Appendix 21**
 - 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 2023-24
10. **Finance:**
 - a) To consider the End of Year 2023-24 finance report and bank statements. – Appendix 22
 - b) To consider and approve Internal Audit Report – Appendix 23
 - c) To consider and approve the Annual Return Governance Statement – Appendix 24
 - d) To consider and approve the Annual Return Accounting Statements – Appendix 25
 - e) To consider eligibility to sign the Certificate of Exemption from External Audit – Appendix 26
 - f) To review the parish council insurance policy and decide on any amendments required
 - g) To consider the internal auditor for 2024-25
 - h) To consider continuing to use the "payments and receipts" accounting method for 2024-25 and make payment by BACS

- i) To note the VAT return for 2023-24
- j) To receive update on Poorlands Meadow Trust
- k) To re-confirm Clerk's delegated authority to make payments between meetings when necessary
- l) To note the following payments made between meetings under Clerks Delegated Authority (Finance Regulations item 5.5)
 - a) Clerks April Salary
 - b) HMRC PAYE £109.80
- m) To consider the following invoices for payment
 - a) Clerks May Salary
 - b) Clerks May expenses £141.06 – previously circulated
 - c) HMRC PAYE - £TBC
 - d) St James Church Canon Frome – Meeting Hire - £15.00
 - e) Autela Payroll Services £73.73
- n) To note receipt of precept payment one - £7250.00

11. Planning:

- a) **240773 - Middlefields, Castle Frome, Ledbury, Herefordshire HR8 1HJ**
 Partial demolition of single-storey elements and conversion of retained Dutch barn structure as accommodation ancillary to Middlefields with associated change of use of land to form part of the residential planning unit
- b) **241071 - The Old Forge, Stretton Grange, Stretton Grandison, Ledbury, Herefordshire HR8 2TS**
240704 Proposed installation of 10 modules of roof-mounted solar PV arrays.

12. To consider the Woodland Management Plan (Childer Wood and Meephill Coppice) Consultation

13. Highways/Footpaths:

- a) To consider any highway or footpaths issues for reporting to Balfour Beatty
- b) To consider the cycle access and safety along the A4103
- c) To consider an update on the A417 highways project with Ashperton and Pixley Parish Councils and next steps

14. To consider a project to help combat loneliness in the parishes.

15. To consider a newsletter for the parishes

16. To consider any correspondence received by the Clerk

- Update on the Code of Conduct – Herefordshire Council

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

18. To note the date of the next meeting – 15th July 2024 – St James Church - Canon Frome

Emma Thomas – Parish Clerk

Dated: 8th May 2024

The press and public are cordially invited to attend the meeting

Planning record

<u>DATE</u>	<u>APPLICATION NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFD COUNCIL DECISION</u>
July 2023	231296	Barn at Monksbury Court Farm, Monkhide, Ledbury, Proposed change of use of Dutch barn to single dwelling	Comment	Awaited
Sept 2023	222728	Whitwick Manor, Lower Eggleton, Ledbury, HR8 2UE The erection of and the construction of an anaerobic digestion (AD) plant with associated facilities, including feedstock storage clamps; tanks; lagoons and wetland filtration system; and connection to the national gas grid, together with the installation of photovoltaic panels on buildings, a grain store and dryer and the construction of a new vehicular access to the A417.	Object	Awaited
	233397	Barn at Monksbury Court Farm, Monkhide Proposed change of use of Dutch barn to single dwelling	No comment	Awaited
	233361	1 Blackwell Cottages, Bishops Frome, WR6 5BU Proposed two storey side extension	No comment	Awaited
Jan 2024	203313	Land at the Barn, Canon Frome Outline application with all matters, save access, reserved for the erection of up to two detached dwellings.	Support	Approved with conditions
March 2024	240284	Land to the South of the Wheatsheaf Inn, Fromes Hill, Ledbury, HR8 1HT Application for variation of condition 17 of planning permission. 194217/F - to amend the surface water drainage scheme previously approved under reference 181702.	Object	Approved with conditions
March 2024	240041	Redcastle Farm, Bosbury, Ledbury, HR8 1HE Proposed change of use of 2 no. existing poultry units to B2 (General Industrial) and B8 (Storage and distribution). Part retrospective.	Support with conditions	Awaited
March 2024	240326	Land at Fishpools, Bosbury, Herefordshire, HR8 1QH Retrospective permission for the change of use of land, siting of a trailer-built shepherds hut, decking, and creation of a parking space for 1 no car.	Support	Awaited
March 2024	240375	The Old Boys School building, Bosbury, Ledbury, HR8 1PU Conversion of former boys school to form 2 affordable rented units for suitable local residents.	No comment	Awaited

March 2024	240560	Ivy Cottage, Lower Eggleton, Ledbury, HR8 2UQ Retention of existing ground source heating pipework and floor slab and erection of stables, tack and feed room, hay store, lambing pen and plant room.	Support	Awaited
March 2024	240612	St Lawrences Church, Stretton Grandison, Ledbury, HR8 2TW Proposed works to T1 - Cedar, reduce lateral branches extending towards church tower and spire by approximately 3 metres in length; branches to be cut back to a suitable live point. Reason - to prevent further encroachment.	Support	Tree works can proceed