

CREDENHILL PARISH COUNCIL



Councillors, You are summoned to the Annual Meeting of the Parish Council followed by an Ordinary Parish Council Meeting to be held at Credenhill Community Hall, Station Road, Credenhill, HR4 7EY. on **Wednesday 15th May 2024** - Meeting to commence at **19:00**
Members of the Public and Press are welcome.

Mr Lee Harper-Smith
Parish Clerk
10th May 2024

ANNUAL MEETING OF THE PARISH COUNCIL AGENDA

1. Apologies for Absence

2. Minutes

To approve the minutes of the Annual Meeting of the Parish Council held on 17th May 2023

3. Chair

- 3.1. Receive report from Chair for 2023/24
- 3.2. Election of Chair for 2024/25
- 3.3. Declaration of acceptance of office of Chair

4. Vice Chair

- 4.1. Election of Vice Chair for 2024/25
- 4.2. Declaration of acceptance of office of Vice Chairperson

5. To review and adopt Policies and Procedures:

- 5.1. Standing Orders
- 5.2. Finance Regulations
- 5.3. Code of Conduct
- 5.4. Information Policy
- 5.5. Approve Risk Assessment schedule

6. Finances:

- 6.1. To receive and adopt the Accounts for the Financial Year ended 31st March 2024.
- 6.2. Approve Section 1 – The Annual Governance Statement.
- 6.3. Approve Section 2 – The Accounting Statements.
- 6.4. To confirm Bank Signatories and agree future Banking Arrangements.
- 6.5. To appoint Internal Auditor.
- 6.6. To agree Insurance Provision from 1st June 2024.
- 6.7. To approve Land and Assets Register.

7. Agree Parish Working Groups

8. Agree meeting dates for the coming year.

CREDENHILL PARISH COUNCIL



ORDINARY PARISH COUNCIL MEETING AGENDA

1. **Apologies for Absence** - To receive and accept apologies for absence.

2. **Declarations of Interest & Dispensations**

2.1. To receive any declarations of interest in agenda items from Councillors.

2.2. To consider any written applications for dispensation

3. **Speakers**

Opportunity for visiting speakers to address council and the public in attendance.

3.1. Update from Ward Councillor Bob Matthews.

4. **Public Question Time**

Opportunity for members of the public to raise issues or ask the Parish Council questions.

5. **Minutes**

To approve and sign the minutes of the Ordinary Parish Council Meeting held on 17th April 2024.

6. **Matters arising since last meeting:**

6.1. Ecroyd Park Play Area, to decide which proposed design for the play equipment to procure following the Community consultation event on 12th May 2024.

6.2. Update from Local Plan 2021-2041 Presentation meeting attended by the clerk

6.3. Update from meeting with RO Stars Hereford football team

6.4. Proposed Pharmacy update

6.5. Requested received from St Mary's Primary School requesting a school sign on Station Road

6.6. Correspondence received from Growing Point

6.7. Advanced notification of Fireworks on 6th July 2024

7. **Financial Reports – Appendix A**

7.1. Confirmation of Bank Balances

7.2. Receipts

7.3. Invoices for Payment

8. **Planning (PA, AS)**

Reference	Details	CPC Status	HC Previous Status	HC New Status
P240032/F	Land at 23 Teddar Av - Proposed demolition of playroom and undercover storage area and erection of 3 bedroom dwelling.	Comments Submitted – Mixed	Determine by 19/03/2024	Determine by 19/03/2024

9. **To receive reports from working groups**

9.1. Finance & Asset Management (AS, ML, PW)

9.2. Community Hall (SC, AS)

9.3. Footpaths (PB)

9.4. Shops/Businesses (DP)

9.5. War Memorial (ML)

9.6. Schools (RD)

9.7. Roman Park (DF, ML, SC)

9.8. Social Club (PA)

9.9. Climate Change (SC, DF, EJ)

9.10. Credenhill Community Club (PW)

10. **Public Question Time**

Further opportunity for members of the public to raise issues or ask the Parish Council questions.

11. **Confirmation of the next Meetings, Time, Date & Place.**

The next ordinary Parish Council meeting will be at 7.30 pm, 19th June 2024, at Credenhill Community Hall. A summons and notice will be provided nearer the time.