

## **MUCH MARCLE PARISH COUNCIL**

Parish Councillors are summoned to the Annual Meeting of the Parish Council,  
**At Much Marcle Memorial Hall**  
**On Wednesday, 17<sup>th</sup> July at 7.30pm**

### **AGENDA**

- 1. To receive and accept apologies for absence.**
- 2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**
- 3. Open Session:**
  - a. To receive a report from the Ward Councillor.
  - b. To receive representations from the public.  
Designated maximum period of 15 minutes to accommodate members of the public who may wish to raise relevant issues or ask the Parish Council Questions in respect of business itemised on the agenda and shall not speak for more than three minutes.
- 4. To agree and sign the minutes of the Annual Meeting of the Parish Council held on the 8<sup>th</sup> May 2024.**
- 5. To review the following policies for Much Marcle Parish Council (deferred from Annual Meeting):**
  - a. Code of Conduct
  - b. Financial Regulations 2024 - Proposed amendments highlighted in red - Appendix 1
  - c. Risk Register
  - d. Risk Management Policy
  - e. Reserves Policy – Proposed amendments highlighted in red – Appendix 2
- 6. Much Marcle Memorial Hall:**
  - a. To receive a report from the parish council representative and agree any actions.
- 7. To receive an update on the Community Shop and agree any actions.**
- 8. Highways:**
  - a. To consider any matters arising from the Highways Working Group and agree actions.
  - b. To receive an update on the speed limit change.
  - c. To consider Finger Post signs to direct traffic to the school, Memorial Hall and Church and agree actions.
- 9. Footpaths:**
  - a. To receive a report on the Footpath Regeneration Project and agree any actions.
  - b. To receive a report on any other Footpath matters arising and agree actions.
- 10. Planning:**
  - a. To comment on Planning Applications for Determination by Herefordshire Council:
    - There are none.
  - b. To note Planning Responses Submitted between Meetings under Devolved Powers:
    - 241187 Hellens Lodge, proposed extension. SUPPORT.
  - c. To note planning decisions made by Herefordshire Council:
    - 240942 Rhonville T1 and T3. CAN PROCEED.
- 11. Assets:**
  - a. To consider the removal of the play equipment matting from the Bartons Field and agree actions.
  - b. To note the meeting held with Much Marcle Primary School regarding land at Bartons.
  - c. To note the condition of the bus shelter in Much Marcle and agree actions.
  - d. To receive an update on the Bartons Gate Project and agree actions.

**12. Environment and Community:**

- a. To note the Parishioners Wish List from the Annual Parish Meeting and agree actions. Appendix 3

**13. Finance**

- a. To note the Bank Reconciliation and Bank Balances for May and June 2024 – Appendix 4
- b. To note the Budget Versus Actuals Figures to June 30<sup>th</sup> 2024 – Appendix 5
- c. To resolve to use BACS as the principal form of payment.
- d. To consider the quote from Hiscox Insurance for £468.91 with no changes to assets. Active from 05.08.24 and in a long term agreement until 04/08/25 and agree actions.
- e. To consider and approve the updated schedule of regular payments as per Financial Regulations 6.6,6.7 and 6.8. Confidential Appendix 6
- f. To consider the following invoices for payment:
- |  |           |
|--|-----------|
| • Clerk's Expenses printer cartridge and Microsoft Licence May, June and July 2024 | £54.24net |
| • PATA Clerk Salary arrears calculation  | £15.00    |
| • MMMH hire May  | £15.00    |
- g. To ratify regular payments made between meetings:
- |                         |                 |
|-------------------------|-----------------|
| • Clerk Salary May/June | As per contract |
| • Unity Bank Fee June   | £18.00          |
- h. To note income received:
- |             |         |
|-------------|---------|
| • VAT Claim | £320.12 |
|-------------|---------|
- i. To note virements made between Unity Accounts – There was none.
- j. To receive a report from the Finance Working Group on the grant application received from Much Marcle Parochial Church and agree actions.

**14. Correspondence:**

To include the General Election.

**15. To consider items for the next meeting – no discussion.**

**16. To note the date of the next meeting.**

*Rachel Freestone*

**Date: 05.07.24**

**Rachel Freestone**

**Parish Clerk – Much Marcle Parish Council.**