

**VOWCHURCH GROUP PARISH COUNCIL**  
**Michaelchurch Escley, Newton, St Margarets, Turnastone, Vowchurch**

**Parish Councillors are summoned to attend the Annual Meeting of  
Vowchurch Group Parish Council  
to be held on Thursday 16<sup>th</sup> May 2019 in Vowchurch & Turnastone Memorial Hall  
Plans and correspondence can be seen from 7.15pm.**

**AGENDA**

**1. ELECTION OF CHAIRMAN**

To receive nominations and agree appointment of Chairman

**2. DECLARATION OF ACCEPTANCE OF OFFICE** – All elected Councillors to sign declaration of acceptance of office and complete election expenses forms.

**3. ACCEPT APOLOGIES FOR ABSENCE**

**4. RECEIVE DECLARATIONS OF INTEREST & CONSIDER ANY WRITTEN APPLICATIONS FOR DISPENSATION.**

**5. ELECTION OF VICE-CHAIRMAN**

To receive nominations and agree appointment of Vice-Chairman

**6. NOTICE OF REGISTRABLE INTERESTES** – To remind Councillors to update their Notice of Registrable Interests.

**7. CODE OF CONDUCT** – To agree adoption of Herefordshire Councils (May 2018) Code of Conduct.

**8. RECEIVE REPORTS FROM:**

**8.1** Ward Councillor Peter Jinman

**8.2** Local Police

**8.3** Lengthsman report and any new road defects

**8.4** Footpaths officer report

**9. PARISH COUNCIL INSURANCE** – Receive renewal quotes for policy from 1<sup>st</sup> June 2019.

**10. ANNUAL REVIEW OF BANK MANDATE**

**11. FINANCIAL WORKING GROUP** – To agree finance working group members for 2019-20.

**12. REVIEW FOLLOWING POLICY AND PROCEDURE DOCUMENTS:**

**12.1** Standing orders

**12.2** Financial regulations

**12.3** Complaints procedure

**12.4** Risk assessment

**12.5** Data protection

**12.6** Planning applications between meetings

**13. ADOPT MINUTES OF THE PREVIOUS ORDINARY MEETING** – 18<sup>TH</sup> April 2019

**14. CLERKS UPDATE**

**15. CONSIDER PLANNING**

**15.1 PLANNING CONSULTATION**

**Site:** The Old house, Vowchurch, Herefordshire. HR2 ORB

**Description:** (Retrospective) Full permission for material change of use of land from agricultural to garden land with earth bund.

**Application No:** 191275 **Grid Ref:** 336192:236366

**15.2 PRIOR APPROVAL IS NOT REQUIRED**

**Site:** Castle Ibo Farm, Newton St Margarets. Herefordshire

**Description:** Proposed change of use of an agricultural building to residential house.

**Application No.** 190915 **Grid Ref:** 332675:235401

Please view planning applications at <http://www.herefordshire.gov.uk/searchplanningapplications>

**16. FINANCE**

- 15.1** Confirmation of bank balance - £12,553.69 Statement Sheet No. 120 issued 17<sup>th</sup> April 2018.
- 15.2** Consider payment to Mrs Linda Cowles April 2019 Clerk's hours and £15.72 for stamps.
- 15.3** Consider payment to Mr T Griffiths, invoice no. TGC0736 for March 2019 (2) of £364.00 plus VAT and invoice no. TGC0760 for April 2019 (1) of £364.00 plus VAT
- 16. LENGTHSMAN CONTRACT BETWEEN HEREFORDSHIRE COUNCIL AND PARISH COUNCIL 2019-20 -**  
Agree to sign contract for 2019-20.
- 17. PARISH COUNCIL VACANCIES**
- 18. JUNE NEWSLETTER** – Agree items for the June newsletters.
- 19. NOTE THE CORRESPONDENCE SHEET**
- 20. RAISE MATTERS FOR THE NEXT ORDINARY PARISH COUNCIL MEETING** – Thursday 20th June 2019  
at 7.30pm in Newton Church Room

*Linda Cowles*, Parish Clerk  
10/05/19