



KENTCHURCH PARISH COUNCIL

17th May 2022

Dear Councillor,

You are summoned to the Annual Meeting of Kentchurch Parish Council
No KPC/MW/096 which will be held in
Pontrilas Village Fitness Centre Cafe

on Wednesday 25th May 2022

Meeting to Commence at 6.40pm or immediately on completion of the Annual Parish Meeting
(if later) and be concluded by 8.15pm

Agenda

- 1.0 **Election of Chairman & Vice-Chairman**
- 2.0 **Apologies for Absence**
To receive any apologies
- 3.0 **Declarations of Interest & Dispensations**
To receive any declarations of interest in agenda items, or written dispensation applications
- 4.0 **To Receive, Approve and Sign the Minutes as a true record**
The Minutes of the Parish Council Meeting No KPC/MW/095 of 16th March 2022 *enclosed*
- 5.0 **Financial Report**
 - 5.1 Clerk to present end of year Accounts for Ratification *enclosed*
 - 5.1i Chairman & Clerk to Sign AGAR 2021-2022 Part 2 Exemption Certificate
 - 5.2 Parish Council to approve Annual Governance Statement
 - 5.3 Chairman & Clerk to sign Annual Accounting Statements 2021/2022
 - 5.4 Confirmation of Invoices for Payment / Receipts / Bank Balances
 - 5.5 Consider Internal Auditors Report 2021-2022 and agree any required action
 - 5.6 To consider Appointment of Mrs J M Watson as Internal Auditor & Scope of Audit 2022-2023
 - 5.7 To update Barclays Bank Mandate if required
 - 5.8 Pensions Regulator Letter
- 6.0 **Election of Delegate & Report**
To elect Delegate to:-Ewyas Harold Memorial Hall Committee
- 7.0 **Parish Lengthsman Contracts for Approval**
Parish Council's contract with Herefordshire Council / BBLP
- 8.0 **Policy Reviews**
 - 8.1 To formally adopt updated Code of Conduct *emailed*
 - 8.2 To formally adopt 2022 version Parish Council's Standing Orders *emailed*
 - 8.3 To formally adopt 2022 version Parish Council's Financial Regulations *emailed*
 - 8.4 To review and update as required Parish Council Asset Register *enclosed*
- 9.0 **Public Question Time**
A 10 minute period is to be allocated if required to facilitate any members of the public
- 10.0 **Kentchurch Defibrillator & Training**
Update on grant, cost of purchase & training availability
- 11.0 **Lengthsman Roads and Footpaths**
 - 11.1 Lengthsman Contract between Parish Council & Herefordshire Council
 - 11.2 To receive **new** information on any Parish Highway & Public Footpath Issues
 - 11.3 To re-affirm Parish Footpaths Officer's appointment 2022 – 2023
- 12.0 **Queens Jubilee**
To confirm any relevant arrangements
- 13.0 **Information Sheet** (Not covered by an agenda item and **(FOR INFORMATION ONLY)**) *enclosed*
- 14.0 **Agenda of Next Meeting**
Items for the Agenda of the next meeting
- 15.0 **Date, Time and Venue of Next Meeting**
Next Meeting 20th July 2022 6.30pm

M Walker

Malcolm Walker

Clerk Kentchurch Parish Council

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