



KENTCHURCH PARISH COUNCIL

10th May 2023

Dear Councillor,

You are summoned to the Annual Meeting of Kentchurch Parish Council
No KPC/MW/102 which will be held in

The G V Community Café Pontrilas

on Wednesday 17th May 2023

**Meeting to Commence at 6.40pm or immediately on completion of the Annual Parish Meeting
(if later) and be concluded by 8.30pm**

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/101 of 15th March 2023 *enclosed*
- 5.0 Financial Report**
 - 5.1 Clerk to present end of year Accounts for Ratification BLUE** *enclosed*
 - 5.1i Chairman & Clerk to Sign AGAR 2022-2023 Part 2 Exemption Certificate**
 - 5.2 Parish Council to approve Annual Governance Statement**
 - 5.3 Chairman & Clerk to sign Annual Accounting Statements 2022/2023**
 - 5.4 Confirmation of Invoices for Payment / Receipts / Bank Balances**
 - 5.5 Consider Internal Auditors Report 2022-2023 and agree any required action**
 - 5.6 To consider Appointment of Mrs J M Watson as Internal Auditor & Scope of Audit 2023-2024**
 - 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 and agree schedule of proposed works
Parish Council's contract with Lengthsman
- 8.0 Policy Reviews**
 - 8.1 To formally adopt 2023 version Parish Council's Standing Orders** *enclosed*
 - 8.2 To formally adopt 2023 version Parish Council's Financial Regulations** *enclosed*
 - 8.3 To formally adopt 2023 version Parish Council Transparency Code** *enclosed*
 - 8.4 To formally adopt 2020 version of the model Code of Conduct** *enclosed*
 - 8.5 To consider the eligibility of Kentchurch Parish Council to adopt the General Power of Competence**
 - 8.6 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 installation and training availability
- 11.0 Highways and Public Rights of Way**
 - 11.1 To receive new information on any Parish Highway & Public Footpath Issues**
 - 11.2 To re-affirm Parish Footpaths Officer's appointment 2023 – 2024**
 - 11.3 Email from Balfour Beatty reference Verge Cutting**
- 12.0 Information Sheet** (Not covered by an agenda item and **(FOR INFORMATION ONLY)**) *enclosed*
- 13.0 Agenda of Next Meeting**
Items for the Agenda of the next meeting
- 14.0 Date, Time and Venue of Next Meeting**
Next Meeting 19th July 2023 6.30pm

M Walker

Malcolm Walker

Clerk Kentchurch Parish Council

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