

NOTICE

**Councillors are summoned to attend the
Annual Meeting of Little Birch Parish Council to be held at
7.00pm on Wednesday 4th May 2022 at Little Birch Village Hall
To be followed by the May Parish Council Meeting
Members of the public are warmly invited to attend.**

Annual Meeting

1. Election of Officers (Chairman and Vice-Chairman)
2. Co-option of Parish Councillors
3. Minutes of the previous Annual Meeting held in May 2021 (agreed at the July '21 PC meeting)
4. Chairman's Annual Report
5. Clerk's Annual Financial Report
6. Review of other appointments ie Footpath Officer, Internal Auditor
7. Review of Insurance policies
8. Review subscriptions
9. To remind Councillors to update their Notice of Registrable Interests
10. Adoption of accounts for audit – identify financial risks to the PC

Parish Council Meeting – To follow at approximately 7.30pm

Agenda

1. **Open Session for members of the Public:** There will be no longer than 10 minutes allowed for any members of the Public present, to speak for up to 3 minutes each.
2. To accept apologies for absence.
3. To receive Declarations of Interest
4. To accept reports from:-
 - 4.1 Ward councillors report (Toni Fagan)
 - 4.2. Balfour Beatty – Locality steward report (James Howell)
 - 4.3 Police update
 - 4.4 Report from footpaths officer
5. Acceptance of Minutes of the last meeting (13th April 2022)
6. Action Points from last meeting – all included on the agenda.
7. Planning applications – To consider applications to be determined by Herefordshire Council as listed below or on the Planning website prior to the meeting: –
8. Lengthsman – update, identification of work
9. Finance – including:
 - I Balance (at 4.4.22 HSBC Current Account £3,969.57)
 - li Payments to be agreed : tbc
 - lii Receipts – First precept payment from H'fd Council
 - lv Requests for financial aid - None
- 10.i In regard to their AGAR – end of year accounts: To resolve that LBPC meets criteria set for 2021/22 and wishes to claim exemption for that year.
 - ii. To approve the Annual Governance Statement for 2021-22.
 - lii To approve the Accounting Statement for 2021-22.
11. Reports from any meetings or training attended.
12. Queens Jubilee / Queens Green Canopy.
13. To Receive Agenda Items for the next PC meeting (no discussion)
14. To Note date of next scheduled Parish Council meeting Wednesday June 1st 2022.

Dates of Future Meetings for 2022

	Wednesday July 6 th	7.30pm
	Wednesday September 7 th	7.30pm
	Wednesday October 5 th	7.30pm
	Wednesday November 2 nd	7.30pm
	Wednesday December 7 th	7.30pm