

NOTICE

**Councillors are summoned to attend the
Annual, Annual Parish Meeting of Little Birch Parish Council to be held at
7.00pm on Wednesday 17th May 2023 at Little Birch Village Hall
To be followed by the May Parish Council Meeting
Members of the public are warmly invited to attend.**

Annual Parish Meeting

1. Chairmans Annual report

Annual Meeting – To follow at Approx 7.15pm

1. Election of Officers (Chairman and Vice-Chairman)
2. Parish Councillors elected to be confirmed
3. Minutes of the previous Annual Meeting held in May 2022 (agreed at the June 1 '22 PC meeting)
4. Clerk's Annual Financial Report
5. Review of other appointments ie Footpath Officer, Internal Auditor
6. Review of Insurance policies
7. Review subscriptions
8. To remind Councillors to update their Notice of Registrable Interests
9. Adoption of accounts for audit –
 - i. Resolve to sign the Certificate of Exemption.
 - ii. Resolve to accept the Annual Governance Statement

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
 - 4.2. Balfour Beatty – Locality steward report
 - 4.3 Police update
 - 4.4 Report from footpaths officer
5. Acceptance of Minutes of the last meeting (5th April 2023)
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 4.4.23 HSBC Current Account £3,965.75)
 - ii Payments to be agreed :
HMRC = £57:10
Village Hall Hire = £ 205
 - iii Receipts – First precept payment from H'fd Council
 - iv Requests for financial aid - None

10.i In regard to their AGAR – end of year accounts: To resolve that LBPC meets criteria set for

2022/23 and wishes to claim exemption for that year.

ii. To approve the Annual Governance Statement for 2022-23

lii To approve the Accounting Statement for 2022-23

11. In regard to switching of funds to new bank account

12. In regard to SSL Certificate for website.

13. In regard to giving DM Payroll agent authority

14. Items for next meeting

14. To Note date of next scheduled Parish Council meeting Wednesday June 7 2023.

Dates of Future Meetings for 2023

	Wednesday July 5 th	7pm
	Wednesday September 6 th	7pm
	Wednesday October 4 th	7pm
	Wednesday November 1st	7pm
	Wednesday December 6 th	7pm

CLlr Mike Davies, Little Birch Parish Council

C/o lbpcclerk@gmail.com

30th April 2023