

NOTICE

**Councillors are summoned to attend the
Meeting of Little Birch Parish Council to be held at 7pm on
Wednesday 6th December 2023 at Little Birch Village Hall**

All members of Little Birch Parish Council: Councillors, Nick Deacon, Chris Atkinson, Tom Palfrey, Steven Coles

Members of the public are warmly invited to attend.

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** – None received
3. **Clerk Correspondence** – Any correspondence received by the clerk
4. **To receive Declarations of Interest** – None received
5. **To accept reports from:** -
 - 5.1 **Ward councillors report (Toni Fagan)**
 - 5.2 **Balfour Beatty** – Locality steward report (James Howell)
 - 5.3 **Police update** - To receive Police report
 - 5.4 **Report from footpaths officer; (Chris Fowler)**
6. **Acceptance of Minutes of meeting** (November 1 2023)
7. **Action Points from last meeting** – all included on the agenda.
8. **Planning Matters:** 233376 Land at Highbury, Parish Lane, Little Birch, HR2 8AT
9. **Finance** – including:
 - 9.1 **Balance (at 01.12.23) Lloyds Account £6852.58**
 - 9.2 **Payments to be agreed:** To consider all outstanding payments
Clerk Salary as per contract
To note clerk back pay
HMRC £97
Expenses £14 (Fuel £9, Broadband £5)
Repair of notice board
Signage for Chapel Pitch
Cabinet lock for Defibrillator
Election expenses £141.50
 - 9.3 **Receipts** – Precept 2nd half now received
VAT Returns - £303.47, £194.97
Lengthsman Match funding £400
 - 9.4 **Requests for financial aid** – None
11. **Lengthsman work:** To discuss work for Lengthsman
12. **To formalise scheme of delegation on powers to clerk:** To approve and publish document allowing clerk delegated powers to comment on planning applications and to make spend within budget
13. **Response to public space protection order survey–** To comment on public space protection order. With ref to Dog control measure which expires on 26/03/24
14. **Clerk to inform Herefordshire Council of casual vacancy on Parish Council** – Clerk to inform of vacancy on Parish Council
15. **Precept discussion on clerk proposal:** To consider clerk budgeted precept proposal
16. **Defibrillator** – Update
17. **Items for next meeting (no discussion):**
18. **Date of next meeting:** To note date of the next meeting January 3 2024 7pm

Dates of Future Meetings for 2023/24

	December 6	7pm	April 3	7pm
	January 3	7pm	May 1	7pm
	February 7	7pm	June 5	7pm
	March 6	7pm	July 3	7pm

Mr Neil Barrington, Clerk and RFO for
Little Birch Parish Council
c/o lbpc@gmail.com December 2023