

LITTLE BIRCH PARISH COUNCIL

Councillors are hereby summoned to the extraordinary meeting of Little Birch Parish Council on Monday 15th June 2026 at 6:30pm at Little Birch Village Hall.

A G E N D A

1. To receive apologies for absence
2. To receive declarations of interest & written requests for dispensation.
3. To approve the minutes of the Annual Meeting of the Parish Council held on 6th May 2026
4. **Open session for members of the public** - During the 10 minutes allowed for this item, members of the public present may speak for up to 3 minutes each
5. **Planning – To comment on applications for determination by Herefordshire Council –**
 - 5.1 Planning Consultation - 261211 - Castle Inn, Little Birch, Hereford, Herefordshire HR2 8BB - Change of use of former public house (Sui Generis) with associated existing residential accommodation to a single dwellinghouse (Class C3), with no external alterations.
6. **Annual Governance and Accountability Return (AGAR) 2025/26**
 - 6.1 To receive and note the Annual Internal Audit Report 2025/26
 - 6.2 To consider, approve and sign the Annual Governance Statement 2025/26
 - 6.3 To consider, approve and sign and Annual Accounting Statement 2025/26
 - 6.4 To confirm eligibility for exemption from limited assurance review 2025/26
 - 6.5 To set the dates for the Period for the Exercise of Public Rights 2025/26
7. **Finance**
 - 7.1 To note the bank balance as at 31/05/2026
 - 7.2 To review and sign the bank reconciliation as at 31/05/2026
 - 7.3 To consider the following invoices for payment:
 - 7.3.1 Clerk Salary as per contract (June 2026)

- 7.3.2 Clerk June travel expenses (included in payslip) - £7.15
- 7.3.3 HMRC PAYE (June 2026)
- 7.3.4 FMS Hereford (25/26 Audit) - £210.60 (inc VAT)

8. To raise matters for the next meeting (no discussion):

9. To note the date of the next meeting on Wednesday 1st July 2026