LITTLE BIRCH PARISH COUNCIL

Councillors are hereby summoned to the ordinary meeting of Little Birch Parish Council on Wednesday 4th November 2026 at 7:00pm 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 ordinary meeting held on 2nd September 2026**

4. **Open session for members of the public.**
   4.1 Matters raised by local residents: During the 10 minutes allowed for this item, members of the public present may speak for up to 3 minutes each.

5. **To receive brief reports from:**
   5.1 Ward Councillor - Toni Fagan

6. **Footpaths:**
   6.1 To review report from Parish Footpaths Officer
   6.2 To receive update on progress of Public Rights of Way funding works

7. **Herefordshire Council – Drainage Grant Funding:**
   7.1 To receive update on Drainage Grant Funding works

8. **Planning – To comment on applications for determination by Herefordshire Council – None received.**

9. **Finance**

   9.1 To note the bank balance as at 31/10/2026
   9.2 To review and sign the bank reconciliation as at 31/10/2026
   9.3 To consider the following invoices for payment:
      9.3.1 Clerk Salary as per contract (Nov 2026)
      9.3.2 Clerk November travel expenses (included in payslip) £7.15
      9.3.3 HMRC PAYE – November 2026 (as per contract)

* To be reimbursed via Herefordshire Council grant funding

9.3.4 Evans Farm and Country Supplies (SI-320602) 2no Marlow gates for Little Birch - £567 (inc VAT)*

9.3.5 Evans Farm and Country Supplies (SI-320601) 2no Marlow gates for Aconbury - £567 (inc VAT)*

9.3.6 DM Payroll Services (INV-5666) October 26 – March 27 - £79.20 (inc VAT)

9.4 To note the following payment made under delegated powers between meetings:

9.4.1 Clerk Salary Oct 2026 – As per contract

9.4.2 HMRC PAYE Oct 2026 – As per contract

9.5 To note receipts between meetings:

9.5.1 Herefordshire Council – Second and final precept payment for 26/27 FY - £5000

9.6 To consider the budget and precept for 2027/28 and agree any actions

9.7 To note donation contribution to Parish field.

10. To discuss amalgamation with Aconbury and resolve any actions arising

11. To provide update on Herefordshire Council adoption of Parish Lane and agree any action.

12. To review Clerk correspondence and agree any actions arising

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

14. To note the date of the next meeting on Wednesday 6th January 2027

* To be reimbursed via Herefordshire Council grant funding