



Brockhampton Group Parish Council

Councillors are summoned to a meeting of the Parish Council at **7:30PM on Thursday 21st June 2018** at Bromyard and Winslow Town Council Offices

Press and public are cordially invited to attend

Agenda

1. **Apologies for absence:** To receive apologies and to approve reasons for absence.
2. **Declarations of interest:** With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their Register of Interests as required.
3. **Dispensations:** To consider any written dispensations from members who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote.
4. **Open Session:** The meeting will be adjourned for the open session.
 1. **Report from the Ward Councillor**
 2. **Report from Bromyard Downs Common Association**
 3. **Report from Bringsty Common Manorial Court**
 4. **Report from the Footpaths Officer**
 5. **Public participation (10 minutes):** At the discretion of the Chairman members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration.
5. **To consider and adopt the minutes** from the Parish Council meeting on the 17th May 2018.
6. **Progress reports:**
 1. Vacancies and co-option
 2. Planning enforcement (Linton)
7. **Planning:**
 1. **Neighbourhood Development Plan:** To receive an update from the Steering Group and to consider recommendations.
 2. **181709 - Buckenhill Manor, Buckenhill Manor, Buckenhill, HR7 4PG.**
Proposed partial removal of central dividing wall within the School House to provide a single open room; the removal of the modern mezzanine structure to the east end and the construction of a smaller mezzanine area to the west end of the School House; open the central window on the south elevation to create a pair of central entrance doors.
8. **Parish matters for discussion/decision**
 1. **Meeting schedule:** To consider reducing the frequency of scheduled Parish Council meetings.
 2. **Code of Conduct:** To consider adopting Herefordshire Council's revised 2018 policy.
 3. **Clater Park:** To consider ongoing planning, enforcement and drainage matters.



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4. School Parking: To consider response to reported issues.

9. Finance:

1. Clerk's salary and expenses - £386.25
2. HMRC (PAYE) – £86.00
3. HALC (membership) - £525.11
4. To consider and approve budget expenditure
5. To consider and approve the bank reconciliation
6. To self-certify exemption from external audit
7. To consider and approve the Annual Internal Audit Report
8. To consider and approve the Annual Governance Statement
9. To consider and approve the Accounting Statements

10. Councillors' reports and Items for the next agenda: Councillors may use this opportunity to report minor matters of information and to raise items for future agendas.

11. Date of the next meeting

Dated 12/06/18

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Clerk and RFO
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