

ORLETON PARISH COUNCIL

**Parish Councillors are summoned to attend a meeting of the Parish Council at
7.30 pm on Thursday 20th October 2022 at the Village Hall**

A G E N D A

- 1. To elect a Chairman due to the resignation of Councillor Gandy.**
- 2. To consider appointing a HALC (CiLCA qualified) Clerk for the meeting.**
- 3. To receive apologies for absence.**
- 4. To receive declarations of interest & written dispensation requests.**
- 5. Open Session – limited to 15 minutes**
 - 5.1 To receive a brief verbal report from Ward Councillor Bowen.
 - 5.2 To receive views of local residents on parish matters.
- 6. To consider the minutes of previous meeting on 23rd September 2022.**
- 7. Planning**
 - 7.1 Section 106 monies - To receive an update and consider action.
 - 7.2 To consider comments on applications for determination by Herefordshire Council:
 - 7.2.1 Application P222731/FH: The Granary, Orleton SY8 4HG. Conversion of existing garage into habitable room, new timber porch & internal/external alterations.
 - 7.2.2 Application P222909/FH: Calvados, Church Lane. Proposed detached garage, summerhouse and metal entrance gate.
 - 7.2.3 Application P223316/AM: Land to the north-west of Kings Road. Non-material amendment to planning permission 211884 (Application for variation of condition 2 of planning permission 180517 (Proposed 39 dwellings with associated access, parking & landscaping). To allow new proposed master site plan along with updated house types & garages & updated drainage. LPG storage tank area) – Proposed change of roof tiles, plots 23-39.

Works to Trees in a Conservation Area

 - 7.2.4 Application P223084: Fairfield Millbrook Way, SY8 4HW.
 - 7.2.5 Application P223086/K: The Old Bakery, Kitchen Hill Road, SY8 4HN. Proposed works to (T1) Ash, reduce by 2-3m, (T2) Hawthorne, reduce height by 3m. To allow more light onto footpath, neighbouring properties & garden.
 - 7.2.6 Application P223033/K: The Maidenhead, Green Lane, SY8 4JB.

8. Matters relating to outside Bodies:

- 8.1 Village Hall Committee - To appoint a representative.
- 8.2 Orleton Recreation Association – To receive a report from Cllr Mitchell.
- 8.3 To consider seeking clarification on role of Charity Trustees.
- 8.4 Orleton Flood Group – To consider the Group's report and consider next steps on flooding in Kings Road, together with related highway and riparian issues.

9. Finance

- 9.1 To consider only using cheque account until appointment of new Clerk/RFO.
- 9.2 To consider two additional signatories for the cheque account.
- 9.3 To consider the following cheque payments:
 - 9.3.1 Village Hall Bookings - £130.
 - 9.3.2 HALC training £220 + £44 VAT.
 - 9.3.3 PKF Littlejohn Audit Fee - £200 + £44 VAT.
 - 9.3.4 Autela Payroll Services - £87.70 + £17.76 VAT.
 - 9.3.5 Outgoing Clerk Expenses (August-October) - £111.69.
 - 9.3.6 Rights of Way expenses (Martin Bradford) £224.60 + 32.92 VAT.
- 9.4 To note payments by Bank Transfer:
 - 9.4.1 Herefordshire Council uncontested election fee - £30.00.
 - 9.4.2 DC Gardening Services - £36.00.
 - 9.4.3 RBL Poppy Appeal wreath - £25.00.
 - 9.4.4 Clerk's salary (in accordance with contract) & expenses - £25.00.
- 9.5 To receive a report from the Budget Working Group and consider:
 - 9.5.1 Forward plan & date of Parish Meeting in for public participation.
 - 9.5.2 Increase in Lengthsman budget and proposed kerb scrape.
 - 9.5.3 Possible Participatory Budgeting Project.

10. Christmas trees/decorations - To receive an update & consider acquisition.

11. Comberton Road Safety Meeting – To receive an update & consider action.

12. To note date and raise matters for the next meeting – no discussion.

A resolution will be passed to exclude the public for the following confidential item

13. Employment Matters:

- 13.1 To note the resignation of the Parish Clerk/RFO.
- 13.2 To consider accessing Clerk cover until a new Clerk is appointed.
- 13.3 To consider accessing HALC's recruitment service @ £220.