



ORLETON PARISH COUNCIL

**Orleton Parish Councillors
are hereby summoned to attend the Annual Meeting of the Parish Council to be held on**

**Thursday 18th May 2023
at 7:00pm
at the Village Hall**

The Agenda for which is set out below.

AGENDA

- 1. To elect the Chairman of the Council for 2023/24.**
 - 1.1 To receive Chairman's Declaration of Acceptance of Office.**
Chairman to sign the Declaration of Acceptance of Office.
- 2. To elect the Vice-Chairman of the Council for 2023/24.**
- 3. To receive apologies of absence.**
- 4. To receive elected Members' Declarations of Acceptance of Office.**
Councillors to sign their Declarations of Acceptance of Office.
 - 4.1 To approve the Declarations of Acceptance of Office of absent Members to be signed at or before the next Council meeting on 15th June 2023.**
- 5. To consider any declarations of interest and written requests for dispensation on agenda items.**
- 6. To approve Minutes of the meeting held on 20th April 2023.**
- 7. To note the results of the Herefordshire Council elections for Bircher Ward.**
- 8. Open session (limited to 5 minutes)**
To receive views of local residents on parish matters.
- 9. To review and adopt Orleton Parish Council's Code of Conduct.**
- 10. To review and adopt Orleton Parish Council's Standing Orders.**
- 11. To review and adopt Orleton Parish Council's Financial Regulations.**
- 12. To note the updated Assets Register.**
To review and note the inventory of land and other assets as updated on 03.05.2023

13. To review and approve the schedule of Parish Council meetings for 2023/24, including the Annual Council Meeting and Annual Parish Meeting for 2024 and review the time meetings are held.

14. Representatives to outside bodies:

14.1 To consider and nominate a representative to the Village Hall committee.

14.2 To consider and nominate a representative to the Orleton Recreation Association.

15. Delegations:

To consider and appoint Liaison Councillors in respect of the following matters

15.1 Road Safety and Highways Liaison

15.2 Orleton Flood Group

16. Finance.

16.1 To note the bank balance – 31st April 2023

16.2 To note the receipt of Precept 2023-24 Pt. 1 payment from Herefordshire Council - £15,633.00

16.3 To note the review of bank signatories and bank transfers authorisations

16.4 To review the Council's insurance cover and approve payment of insurance premium due on 01.06.2023 - £627.29

16.5 To consider and approve the following (but not limited to) outstanding invoices for payment:

16.5.1 Leo Pest Control - £69.60

16.5.2 Clerk's travel expenses - £47.84 and stationery - £21.98

16.5.3 Herefordshire Council, Election 12.01.23 recharges - £1,604.72

16.6 To consider and approve Orleton Coronation Committee grant application for funding of the Coronation Commemorative Plaque and associated costs.

16.7 To consider and approve schedule of regular payments in respect of Clerk's salary and note the payment of salary for April.

To consider and approve schedule of monthly payments of the Clerk's salary, as per payslips received. Payments to be reported to the Council at the next meeting.

17. Lengthsman and weed control.

17.1 To approve the schedule of Lengthsman's works for June and July as follows:

JUNE – Cutting of all visual displays throughout the Parish and strimming along the bottom edge of the embankment leading from the War Memorial to just past the bus stop;
Cutting behind road signs throughout the Parish, around black and white bollards, benches throughout the Parish and around the red phone box and bench in the village;
Scraping off drain tops throughout the Parish;

JULY – Annual strimming of grass at God's Little Acre.

17.2 To approve appointing of external contractor to carry out weed spraying throughout the village.

To approve appointing the contractor as per quote received. Works to be carried out at the end of May, weather dependent.

18. Planning

To consider the following planning applications for determination by Herefordshire Council:

18.1 230762 – Orleton Manor, Orleton, SY8 4HR

Proposed alterations to previously approved new outbuildings comprising of garage and barn/stable block (approved applications 210398/FH & 210399/L)

18.2 230763 – Orleton Manor, Orleton, SY8 4HR

Proposed alterations to previously approved new outbuildings comprising of garage and barn/stable block (approved applications 210398/FH & 210399/L)

18.3 231146 – 39 Mortimer Drive, Orleton, SY8 4JW

Works to trees – T1 – Sycamore at front of property to fell to ground. Sycamore has been pollarded hard back to main stem/trunk some years ago this has lead to main stem decay and fungal colonisation. Main stem is hollow to hammer test and both the applicant and the neighbouring property are concerned at deadwood falling onto their respective drives and gardens.

19. Matters for discussion at the next meeting. (No discussion)

20. Date of next meeting – 15th June 2023.

Olena Barret

Clerk to the Orleton Parish Council

12th May 2023