

BISHOPSTONE GROUP PARISH COUNCIL

Councillors are duly summoned to attend the
Annual Parish Council Meeting
on
Wednesday 14th May 2025
following the Annual Parish Meeting – starting at 7.00p.m.

AGENDA

- 1.To Elect a Chair of the Council and Chairman to sign a Declaration of Acceptance Office.
2. Possible co-option of Parish Councillor to fill various vacancies.
3. To Elect Vice Chairman of the Council.
4. To Elect Responsible Finance Officer.
5. To Receive Apologies for Absence.
- 6.To Receive Disclosable Pecuniary, Non- Disclosable, Pecuniary and Non-Pecuniary interests plus written requests for dispensation.
 - 6.1. All Councillors to declared new or changed interests to their original register.
7. Election of Council Representatives
 - 7.1 Footpath Officers
 - 7.2 Planning Officers
8. Ward Councillor's Report
 - 8.2 Open Session - 8.3 Close Open session
9. To Approve Minutes of Meeting held on Tuesday 12th March 2025
10. Finance Matters:
 - 10.1 To consider and approve the outstanding invoices for April 25 - schedule of payments circulated.
 - 10.2 To Approve the Annual Governance Statement for 2024-2025
 - 10.3 To Approve the Annual Accounts for 2024-2025
 - 10.4 To approve the Certificate of Exemption 2024-2025
 - 10.5 To elect Internal Audit for 2025-2026.
 - 10.6 Agree donation to Internal Auditor.
11. To review Official documents and adopt for 2025-2026 Financial Risk Assessment/Safe Guarding Statement/Complaints; Code of Conduct and Data Protection Policy.

To review and adopt revised Standing Orders 25 and Financial Regulations 25 (circulated)

11.1 To consider renewal of Parish Council Insurance Policy 2025-2026 (if available)

11.2 To confirm D C Gardening Contract 2025-2026 and receipt of Insurance Policy.

11.3 To agree and sign the Public Realm Services contract with Balfour Beatty Living Places (BBLP/ Herefordshire Council to an end in 2026.

11.4 Lengthsman Annual Maintenance Contract

12. Lengthsman/Highways/Footpaths

12.1 Combination gate

12.2 To confirm reimbursement of outstanding drainage invoice(s).

13. Brief update on 'Making space for Nature in our Parish'

14. Planning – none to date

15. Items for discussion at next agenda (no discussion)

16. Next Parish Council Meeting Wednesday 9th July 2025 in the Meeting Room.

Signed: *Lesley Hay*

Bishopstone and Group Parish Clerk

Date: May 2025