

Hopesay Parish Council

All members of the Council are hereby summoned to attend

for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members of the public and press are welcome to attend the meeting.

Email: clerk@hopesayparishcouncil.org.uk Website: <http://www.hopesayparishcouncil.org.uk/>

A meeting of HOPESAY PARISH COUNCIL which will be a VIRTUAL meeting using ZOOM will be held on MONDAY 22nd JUNE 2020 at 7:30 pm

ZOOM DETAILS for MEMBERS of the PUBLIC

To join the Zoom Council meeting, please email the Chairman Cllr Rob Loynes:

cllr.loynes@hopesayparishcouncil.org.uk

who will contact you prior to the meeting with full details of how to attend.

Signed by Clerk: Mrs Meg Gwilliam

A G E N D A

- 1 **APOLOGIES FOR ABSENCE:**
- 2 **DECLARATIONS OF INTEREST:** to receive a) declarations of disclosable pecuniary interests; b) declarations of other interests; c) to note outcome of any written dispensation requests
- 3 **MINUTES OF MEETING:** To approve the minutes of the parish council meeting 26th May 2020.
- 4 **PUBLIC PARTICIPATION:** To allow members of the public to address the meeting in relation to the business to be transacted at the meeting (up to 15 minutes session, up to 3 minutes per individual)
- 5 **PLANNING:** New applications: **20/02227/TCA**, Rectory Cottage Hopesay, fell to approx 2m in height 2 mature Ash trees and replant 1 taxodium distichum within Hopesay Conservation area.
20/01288/VAR, proposed Residential Development west of Broome Farm Barns, variation, revised design.
Enforcement: **18/06112/ENE**, Tadymor Farm Hopesay; ongoing.
- 6 **UNITARY COUNCILLOR REPORT:** To receive a Unitary Councillor report
- 7 **UPDATES ON MATTERS FROM PREVIOUS MINUTES / Clerk's Report:** to receive any updates
- 8 **COMMUNITY SHOP and VILLAGE HALL LEASE:** To discuss and consider whether to support a longer-term leasing arrangement between the Hall and the Shop in place of the current occupational licence; and to discuss and consider the steps required, including legal advice, in order for Council to agree to this arrangement.
- 9 **ARBOR TREE, & ENCLOSURE:** To receive an update on the Enclosure project.
- 10 **ASTON GREEN:** a) To receive an update and to agree any necessary actions to progress the management plan.
b) To discuss and consider commissioning a topographic survey of the green to aid risk assessment and management.
c) To consider a request to hold a car boot sale upon Aston Green when restrictions allow.

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- 11 **CORRESPONDENCE**: including. New model Code of Conduct consultation; Temp. road closures Clun bridge 18th June – 3rd July; Long Lane 13th – 14th July; Long Lane crossing 27th Sept 1pm – 8pm.
- 12 **FINANCE**: To receive the Finance Report, year-end bank reconciliation, summary of accounts, Reserves, & AGAR documentation incl bank reconciliation & variances form; and Invoices to pay: staff salary/tax /home working allowance £552.25p, grass cutting £243.60p incl VAT, internal audit £100, Zoom subscription £14.39p, clerk postage and mileage expenses £10.30p.
- 13 **ANNUAL GOVERNANCE and ACCOUNTABILITY RETURN (AGAR)**:
 - 1) to note that the RFO had prepared and signed the AGAR Section 2 Accounting Statements and had submitted this + all required documentation to the Internal Auditor, and the Internal Auditor had duly carried out his audit.
 - 2.1) To receive and accept the Internal Auditor's report
 - 2.2) To approve the Annual Governance Statement (AGAR Section 1)
 - 2.3) To approve the Accounting Statements (AGAR Section 2)
 - 2.4) To approve the Certificate of Exemption
 - 3) To authorise the Chairman and the Clerk to sign the Annual Governance Statement (AGAR Section 1), and to authorise the Chairman to sign the Accounting Statements (AGAR Section 2)
 - 4) To note the dates for the exercise of public rights set by the RFO
 - 5) To authorise the Chairman and the Clerk to sign the Certificate of Exemption
 - 6 & 7) To note that the Clerk will send the Certificate of Exemption to the External Auditor, and will publish the AGAR and all required documentation on the parish council website.
- 14 **COUNCILLOR CHECKS**: To receive suggested revised procedure: To discuss and agree to the recommended revised procedure for carrying out councillor checks
- 15 **RISK REGISTER rolling review**: To review risks as required.
- 16 **TRAINING**: To approve a councillor's online attendance at Community Funding training webinar 30th July 2020 (cost per councillor £30).
- 17 **EQUAL OPPORTUNITIES POLICY**: To consider and adopt the circulated draft policy.
- 18 **MEETINGS ATTENDED**: To receive brief reports of remote meetings attended.
- 19 **REPORTS of PARISHIONERS and PARISH ISSUES**: For information only or routine action by the clerk only. Matters requiring a Council debate / decision will be added to a future agenda.
- 20 **NEXT MEETING**: Monday 20th July 2020.