

**Date of Publication:** 9 July 2024

**TO: ALL MEMBERS OF STAPLETON GROUP PARISH COUNCIL:** Councillors Margaret Edwards  
Caroline Scatcherd, Myra Chilman, Paul Segrot, Jonathan Rogers, and Stehen Weaver.

## NOTICE OF MEETING

You are hereby summoned to attend the **Parish Council Meeting**, which will be held at Arkwright Hall Village Hall Kinsham on **Monday 15 July 2024 commencing at 7.30pm** at which your attendance is required. Members of the Press and Public are invited to attend.

*Cheryl Woolley*

CLERK TO THE COUNCIL

No	Item	Description
1	<b>ELECTION OF VICE-CHAIR</b>	To elect the Vice-Chair of the Council and to receive the Vice-Chairs' declaration of acceptance of office
2	<b>APOLOGIES:</b>	To receive apologies for absence.
3	<b>DECLARATIONS OF INTEREST:</b>	To note declarations of interest and receive written requests for dispensation.
4	<b>PUBLIC PARTICIPATION:</b>	Limited to 20 minutes
	4.1	To receive a report from Ward Councillor Carole Gandy
	4.2	Views of residents on Parish matters.
5	<b>MINUTES:</b>	To approve the Minutes of the Full Council held on 20 May 2024
6	<b>FINANCE:</b>	
7	6.1	<b>Outstanding Accounts –</b> To ratify the following payment of accounts/invoices: Plus, invoices received after this notice: Clerks' wages £ 468.00     HMRC £ 117.00 RPM – electric defib at Byton £ TBC Alan Preece £ TBC Plus invoices received after the publication of the agenda. To note the bank balance of £ 15,532.43 after above payments
	6.2	To sign cheques in accordance with 5.1, bank reconciliation and invoices.
	6.3	To discuss/approve the budget/actual figures for the period April to June 2024
	6.4	To discuss Speed Indicator Devices and agree which to purchase
	<b>PLANNING:</b>	To consider any planning consultations received from Herefordshire Council and agree comments (if any) to be submitted by the Parish Council for determination by Herefordshire Council.
		To consider responding to the following application:
	7.1	No applications have been received.
8	<b>ENVIRONMENT AND VILLAGE:</b>	
	8.1	Telephone box and defibrillators update – Discuss transfer of ownership of phone box to the Village Hall Committee
	8.2	Villages and PROW updates – notice boards, bench in village hall car park etc.
	8.3	Parish Council Charter Contracts – West Mercia Police
9	<b>NEXT MEETING</b>	Parish Council Annual Meeting will be held on Monday 16 September 2024 at 7.30pm at Kinsham Village Hall.
	<b>CLOSE</b>	