

Date of Publication: 12 September 2023

TO: ALL MEMBERS OF STAPLETON GROUP PARISH COUNCIL: Councillors Caroline Scatcherd (Chair), Margaret Edwards (Vice-Chair), Myra Chilman, Stephen Weaver, Paul Segrot and Jonathan Rogers.

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 18 September 2023 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	APOLOGIES:	To receive apologies for absence.
2	DECLARATIONS OF INTEREST:	To note declarations of interest and receive written requests for dispensation.
3	PUBLIC PARTICIPATION:	Limited to 20 minutes
	3.1	To receive a report from Ward Councillor Carole Gandy
	3.2	Views of residents on Parish matters
4	MINUTES:	To approve the Minutes of the Full Council held on 3 July 2023 and extraordinary meeting 1 August 2023
5	FINANCE:	
	5.1	Outstanding Accounts – To ratify the following payment of accounts/invoices: Clerks' wages £ 333.60, HMRC £ 83.40 (October 2023) Stuart Ruell – £ 150.00 to put up noticeboard. Alan Preece – Grass Cutting £ 200.00
	5.2	To sign cheques in accordance with 5.1, bank recon and invoices.
	5.3	To review the 6-month budget/actual – April to September
	5.4	To discuss and approve purchase of a Defibrillator and heated cabinet and all associated costs.
	5.5	To consider/approve the electrical quotes for Kinsham Kiosk.
6	PLANNING:	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:
	6.1	Application no: 232314 Address: Annexe at The Quarry, Kinsham Description: Conversion of existing motor vehicle repair workshop (B2) to residential annexe
	6.2	Application no: 232530 Address: Sunnybank Cottage, Stapleton Description: Proposed single storey front extension to existing dwelling.
7	ENVIRONMENT AND VILLAGE:	
	7.1	Notice Boards Update – locations and how many more are needed? To nominate which notice boards the agenda should be posted on.
	7.2	Telephone box update
	7.3	SID update – no reply from Traffic management HCC on base location.
	7.4	Speed Limit B4362 Combe - update
	7.5	Villages and PROW updates – inc memorial bench at Stapleton
	7.6	Website – Hugo Fox charges
8	NEXT MEETING	Monday 20 November 2023 at 7.30pm
	8.1	To raise items for next agenda.
	CLOSE	