

THORNBURY GROUP PARISH COUNCIL  
c/o 6 Callow End  
Ledbury  
Herefordshire  
HR81BG

Tel: 07925 036852  
Email: [thornburygroupparishcouncil@gmail.com](mailto:thornburygroupparishcouncil@gmail.com)

**Wednesday 10<sup>th</sup> May, 2023**

To: All Members

You are summoned to attend the Annual Meeting of the parish council to be held at Edwyn Ralph Village Hall, on Monday 15<sup>th</sup> May, 2023 at 7pm for the purpose of transacting the business identified on the Agenda below.

Yours sincerely,

A handwritten signature in cursive script that reads "J. Eva".

Jennifer Eva  
Parish Clerk

## **THORNBURY GROUP PARISH COUNCIL**

**Councillors are hereby summoned to attend the Annual Meeting of the Parish Council on Monday 15<sup>th</sup> May 2023 at 7pm, at Edwyn Ralph Village Hall**

*All Councillors will sign their Declaration of Acceptance of Office forms before the meeting starts.*

**To observe a minute silence in memory of former Councillor and Chairman of the Parish Council, Don Roberts, who recently passed away.**

### **AGENDA**

- 1. Election of a Chairman of the Parish Council for 2023/24.**  
Then to sign a Declaration of Acceptance of Office as Chairman.
- 2. Election of a Vice Chairman of the Parish Council for 2023/24.**
- 3. To receive, consider and approve apologies for absence.**
- 4. To receive declarations of interest and written requests for dispensation.**
- 5. To receive and approve the minutes of the meeting on 27<sup>th</sup> February 2023.**
- 6. To fill two vacancies in Thornbury and Collington via co-option.**
- 7. To receive an introduction from the newly elected Ward Councillor Baker.**
- 8. Open Session**  
*To receive the views of residents on parish matters - decisions cannot be made on items not on the agenda.*
- 9. To review representation on outside bodies and volunteer officers for 2023/24.**
  - 9.1 Footpaths Officer (1).
  - 9.2 Village Hall Representatives (2).
  - 9.3 Quarterly finance checks (1).
  - 9.4 Bank signatories (4).
- 10. To review Thornbury GPC's policies and (re)adopt them.**
  - 10.1 Standing Orders.
  - 10.2 Code of Conduct.
  - 10.3 Financial regulations.
  - 10.4 Complaints procedure.
  - 10.5 Media & Press policy.
  - 10.6 Policy for reviewing Planning Applications.
  - 10.7 Urgent Business between meetings policy.
  - 10.8 Scheme of Delegation to the RFO.
  - 10.9 Equality policy.

- 11. Finance**
  - 11.1 To receive and note the latest bank account balances.
  - 11.2 To consider invoices for payment.
  - 11.3 To note payments made between meetings under Clerks Delegated Authority (*Finance Regulations item 5.5*).
  - 11.4 To note receipt of the first part of the Precept 2023/24.
- 12. To consider adopting General Power of Competence (GPC)**
- 13. Risk Register**

To consider the Council's risk register and consider any changes.
- 14. Planning**

To consider commenting on applications for determination by Herefordshire Council (HC).

  - 14.1 [P230779/F The Rise, Collington, HR7 4NA](#)

Change of use of existing agricultural building to stabling, installation of manege, erection of horse walker and lunge pen for private use and hardstanding area.  
Type: Planning Permission.
  - 14.2 [P230778/U The Rise, Collington, HR7 4NA](#)

Application for a Lawful Development Certificate for an Existing Use -one dwelling and use of land for residential garden.  
Type: Certificate of Lawfulness (CLEUD)
  - 14.3 [P230600/FH The Yeld, Thornbury, HR7 4NJ](#)

Proposed extension  
Type: Full Householder
- 15. Defibrillator** – to receive an update on the purchase and installation of the new machine in Edwyn Ralph and to consider any action required.
- 16. Highways / Footpaths / Greenspaces / Environment**

To consider any footpath or highway issues report to HC.  
*Residents are advised that certain issues can be reported online directly to Herefordshire Council [via this link](#) – street lighting & road problems, flytipping, full litter bin, missed refuse collection etc.*
- 17. Information Section and Correspondence**

To consider any correspondence received.
- 18. To consider a date for an extraordinary meeting for June 2023**