

Thornbury Group Parish Council

Parish Councillors are summoned to attend a Meeting of Thornbury Group Parish Council at the Edwyn Ralph Village Hall on Monday 29th January 2024 at 7.00pm.
The Public and Press are cordially invited to attend.

AGENDA

1. **To accept apologies for absence**
2. **To receive any Declarations of Interest and written Requests for Dispensations**
3. **To approve the Minutes from the Parish Council Meeting on 27th November 2023**
4. **Open Session: (10 Minutes)**
 - a. To receive a report for Herefordshire Council Ward Councillor Baker
 - b. To receive representations from the Public on parish matters
5. **Finance**
 - a. To receive a financial report and agree actions as required
 - b. To consider and approve the draft budget and set the Precept for 2024/25
 - c. To consider the NJC recommendation for increase in staff salary scale and agree action as required
 - d. To consider rejoining Herefordshire Association of Local Councils for 2024/25
 - e. To consider and approve a list of invoices for online bank payment (*see below*)
 - f. To note a list of cheque and online payments made between meetings (*see below*)
6. **To consider comments on Planning Applications for determination by HC**
 - a. [P233520/U](#): Meadow Gate Farm, Thornbury, HR7 4NJ. Certificate of Lawfulness (CLEUD) Occupation of Meadow Gate Farm (Formerly Upper House Farm), Thornbury in breach of the Agricultural Occupancy Condition for a continuous period in excess of 10 years which continues at the date of the application.
 - b. [P240022/FH](#): Bramblewood, Edwyn Ralph, HR7 4LY. Proposed revision of rear elevation to be extended by approximately 1.8M and incorporate new bi-fold doors.
7. **To receive an update on the parish defibrillators and consider actions as required**
8. **To consider any highways to report to Herefordshire Council (HC)**
 - a. To consider the West Mercia PCC - Safer Roads Grant Round 2 Launch
9. **To consider any parish footpaths issues to report to HC**
10. **To note any correspondence received**
 - a. Herefordshire Natural Flood Management Project - Drop-in Session - 6 Feb 2024
 - b. County Plan – additional drop-in sessions - Tuesday 6th February, 1.30 – 2.30pm.
 - c. County Plan - questionnaire
 - d. Public Realm Round Up – December
 - e. HALC Info Corner – December (inc. info on D-Day 80 & Parish Footpath Officer)
 - f. Plant Protection Regs 2020 – email from H&S Manager at HC
 - g. Locality Steward update
 - h. D-Day information
11. **To agree the draft schedule of ordinary meetings for 2024, as below.**
25th March, 27th May, 22nd July, 23rd September, 25th November (budget)

Thornbury Group Parish Council

5. e Payments to be approved for online payment:

Payee	Details	Budget Heading	Excl. VAT	VAT £	Total amount
Freethought	Domain renewal 2-Years	PC website domain	£100.00	£20.00	£120.00
Freethought	PC website hosting	PC Website domain	£31.67	£6.33	£38.00
Herefordshire Council	Uncontested election admin & printing fees	Election fees			
G E Bright Electrical	Installation of Parish Defibrillator at Collington	Other	£731.60	£146.32	£877.92
J Eva	December & January salary	Salary (inc. PAYE)			
HALC	HALC & NALC subscription fee for 2024/25	HALC Membership	£471.55	£94.31	£565.86
Autela Payroll	Q3 Payroll services	Payroll Services	£45.48	£9.10	£54.58
HMRC	PAYE	Salary (inc. PAYE)			£195.60

5.f Payments to be approved for online payment:

Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
Zurich Insurance	Add new assets to existing policy	Insurance			£56.00

Jennifer Eva, Clerk
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24th January 2024