

THORNBURY GROUP PARISH COUNCIL
CLERK TO THE COUNCIL: JENNIFER EVA
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To Members of Thornbury Group Parish Council: Notice is hereby given for the Parish Council Meeting to be held on **Monday 30th March**, commencing at 7 pm, in **The Village Hall, Edwyn Ralph**.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting. The meeting is open to the press and members of the public to put questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). This permission does not extend to private meetings or parts of meetings which are not open to the public.

All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public. If you are recording the meeting, you are asked to act reasonably and not disrupt the conduct of meetings, for example, by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. The recording must be visible to anyone at the meeting.

BUSINESS OF THE AGENDA

26/13 APOLOGIES

To receive apologies for absence.

26/14 DECLARATIONS OF INTEREST

To receive any Declarations of Interest and written Requests for Dispensations

26/15 MINUTES OF THE PREVIOUS MEETING

To approve the Minutes of the meeting held on 23rd February 2026 – Appx 1.

26/16 EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC *LGA 1972 ss 101, 102*

To agree on any items to be dealt with after the public (including the press) have been excluded, as publicity would prejudice the public interest because of the confidential nature of the business to be transacted.

26/17 WARD COUNCILLOR

To receive and note a brief report from the Ward Councillor.

26/18 PUBLIC SESSION

Public questions for parishioners – n.b., time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself.

26/19 FINANCE

1. To consider the March finance report; inc. spend against budget, bank rec. and account balances - Appx 2.
2. To consider the following invoices for payment via online transfer.
 - a. HMRC ... PAYE ... Month 12
 - b. Clerk ... Salary ... March
 - c. Edwyn Ralph Village Hall ... meeting hire

26/20 ASSERTION 10 REQUIREMENTS

The Parish Council is required to adopt the following policies and make changes to its digital operations as per Assertion 10 of the AGAR 2025/26.

1. To consider and adopt the IT Policy – Appx 3
2. To review the Data Protection policy – Appx 4
3. To consider and adopt the Publication Scheme – Appx 5
4. To confirm that the PC has and uses a generic email account hosted on an authority owned domain.
5. To confirm that the PC meets legal requirements for its existing website.
6. To confirm that the PC has an accessibility statement on the website and to confirm this has been reviewed.
7. To confirm that the website includes published documentation as specified by in the Freedom of Information Act 2000 and the Transparency Code for smaller authorities.

26/21 PLANNING APPLICATIONS

To comment on planning applications, which are to be determined by Herefordshire Council.

1. P253644/F ... Ralph Court, Edwyn Ralph, Herefordshire HR7 4LU
Small extension to approved dinosaur garden to create Ice Age exhibit and associated works. Type: Planning Permission.
2. P260768 - Edwyn House, Edwyn Ralph, Herefordshire HR7 4LY
Removal of Monterey Cypress - as it is too close to the house. To replace it with a native species of tree further away from the house to prevent a similar problem arising. Type: Works to trees covered by TPO.

26/22 CODE OF CONDUCT

To review and adopt the code for 2025/26 – Appx 6.

26/23 RISK REGISTER

To review the register and consider any changes required – Appx 7.

26/24 INSURANCE

1. To review the annual insurance cover.
2. To consider quotations for the renewal of the annual insurance.

26/25 INFORMATION AND CORRESPONDENCE

To note any information & correspondence received.

26/26 DATE OF THE NEXT ORDINARY MEETING – Monday 18th May 2026

1. Annual Parish Meeting 6:45pm

2. Annual Council Meeting to commence straight after the parish meeting.

Jennifer Eva, Clerk to the Council

25th March 2026