



KENTCHURCH PARISH COUNCIL

11th May 2021

Dear Councillor,

You are summoned to the Annual Meeting of Kentchurch Parish Council
No KPC/MW/090 which will be held in
Pontrilas Village Shop & Post Office Meeting Room
(All Government Social Distancing Guidelines to be adhered to)
on Wednesday 19th May 2021

Meeting to Commence at 7.10pm or immediately on completion of the Annual Parish Meeting
(if later) and be concluded by 9.00pm

Agenda

1.0 Election of Chairman & Vice-Chairman

2.0 Apologies for Absence

To receive any apologies

3.0 Declarations of Interest & Dispensations

To receive any declarations of interest in agenda items, or written dispensation applications

4.0 To Receive, Approve and Sign the Minutes as a true record

The Minutes of the Parish Council Meeting No KPC/MW/089z of 17th March 2021

enclosed

5.0 Financial Report

5.1 Consider internal auditors report 2020-2021 and agree any required action

5.2 Parish Council to consider Annual Governance Statement

5.3 Clerk to present end of year Accounts for Ratification

Information enclosed (pink)

5.4 To sign Section 2 Accounting Statement 2020-2021

5.5 To approve and sign Certificate of Exemption AGAR 2020-2021 Part 2

5.6 Confirmation of Receipts / Invoices for Payment / Bank Balances

5.7 Confirmation of scope of Internal Audit for 2020-2021 and Internal Audit Plan

5.8 To consider appointment of Mrs J M Watson as Internal Auditor 2021-2022

5.9 To update Barclays Bank Mandate if required

6.0 Election of Delegate & Report

To elect Delegate to:-Ewyas Harold Memorial Hall Committee

7.0 Parish Lengthsman Contracts for Approval

Parish Council's contract with Herefordshire Council / BBLP

8.0 Policy Reviews

8.1 To formally adopt updated Code of Conduct

sent by email

8.2 To formally adopt 2021 version Parish Council's Standing Orders

sent by email

8.3 To formally adopt 2021 version Parish Council's Financial Regulations

sent by email

8.4 To review and update as required Parish Council Asset Register

enclosed

9.0 Public Question Time

A 10 minute period is to be allocated if required to facilitate any members of the public

10.0 Kentchurch Telephone Kiosk & Defibrillator

10.1 To consider refurbishment and future use of facility

10.2 To consider access issues with the Pontrilas Defibrillator

11.0 Roads and Footpaths

11.1 To receive **new** information on any Parish Highway & Public Footpath Issues

11.2 Verge Cutting options

11.3 To re-affirm Parish Footpaths Officer's appointment 2021 – 2022

12.0 Information Sheet

(Not covered by an agenda item and **(FOR INFORMATION ONLY)**)

enclosed

13.0 Agenda of Next Meeting

Items for the Agenda of the next meeting

14.0 Date, Time and Venue of Next Meeting

M Walker

Malcolm Walker

Clerk Kentchurch Parish Council

Email Kentchurchparishclerk@btinternet.com