



KENTCHURCH PARISH COUNCIL

13th May 2026

Dear Councillor,

You are summoned to the Annual Meeting of Kentchurch Parish Council

No KPC/MW/120 which will be held in

The G V Community Café Pontrilas

on Wednesday 20th May 2026

Meeting to Commence at **6.40pm** or immediately on completion of the Annual Parish Meeting
(if later) and be concluded by 8.30pm

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/119 of 18th March 2026 *enclosed*
- 5.0 2025-2026 Income & Expenditure Breakdown**
Spreadsheet for approval *enclosed*
- 6.0 Annual Governance & Accountability Return (AGAR) 2025-2026**
 - 6.1** To Receive & Note The Annual Internal Auditors Report 2025-2026 and agree any required action
 - 6.2** Parish Council to approve Annual Governance Statement (Section 1)
 - 6.3** Annual Accounting Statements 2025 - 2026 (Section 2) for approval
 - 6.4** Chairman & Clerk to sign the Annual Governance Statement, Chairman to sign Accounting Statement
 - 6.5** RFO to set commencement date for the exercise of public rights Wednesday 3rd June 2026
- 7.0 Financial Report**
 - 7.1** Confirmation of Receipts / Invoices for Payment / Bank Balances *enclosed*
 - 7.2** To consider Appointment of Mrs J M Watson as Internal Auditor & Scope of Audit 2026-2027
 - 7.3** To update Barclays Bank Mandate if required
 - 7.4** Pensions Regulator Letter
- 8.0 Election of Delegate & Report**
To elect Delegate to:-Ewyas Harold Memorial Hall Committee
- 9.0 Parish Lengthsman Contracts**
 - 9.1** To confirm appointment of Lengthsman Contractor 2026-2027
 - 9.2** To confirm Lengthsman Contract with Herefordshire Council
 - 9.3** To agree Annual Maintenance Plan 2026-2027
- 10.0 Policy Reviews**
 - 10.1** To formally adopt 2026 version Parish Council's Standing Orders *website*
 - 10.2** To formally adopt 2026 version Parish Council's Financial Regulations *website*
 - 10.3** To formally adopt 2026 version Parish Council Transparency Code *website*
 - 10.4** To review and update as required Parish Council Asset Register *enclosed*
- 11.0 Public Question Time**
A 10 minute period is to be allocated if required to facilitate any members of the public
- 12.0 Highways and Public Rights of Way**
 - 12.1** To receive new information on any Parish Highway & Public Footpath Issues
 - 12.2** To re-confirm Parish Footpaths Officer's appointment 2026 – 2027
- 13.0 Information Sheet** (Not covered by an agenda item and **(FOR INFORMATION ONLY)** *enclosed*
Pontrilas Defibrillator checked 09/04/2026 OK Kentchurch Church Defibrillator replaced & in situ 09/04/2026 OK
- 14.0 Agenda of Next Meeting**
Items for the Agenda of the next meeting
- 15.0 Date, Time and Venue of Next Meeting**
Next Meeting 15th July 2026 6.30pm

M Walker

Malcolm Walker Clerk Kentchurch Parish Council

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