



**Parish Councillors are summoned to attend an Extra Ordinary Meeting of the Parish Council at Fownhope Pavilion on Monday 14<sup>th</sup> June 2021 at 7.00pm.**

**The Public and Press are cordially invited to attend.**

**The meeting will be held in line with national COVID guidance and will be limited to parish councillors and Clerk, plus six local residents indoors – additional attendance by local residents will mean the meeting will assemble outside.**

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| 1) | <b>To accept Apologies for Absence</b>   | KB    |
| 2) | <b>To receive any Declarations of Interest and Written Requests for Dispensations</b>  | KB    |
| 3) | <b>Open Session: To receive representations from the Public</b>  | KB    |
| 4) | <b>Finance:</b>  |       |
|    | <b>4.1 To consider the Annual Governance and Accountability Return 2020/2021:</b>  |       |
|    | i) To consider the Internal Auditor's Reports  | KB    |
|    | ii) To consider the Governance Statements  | KB    |
|    | iii) To consider the Accounting Statements   | KB    |
|    | iv) To consider the Period for the Exercise of Public Rights   | KB    |
|    | <b>4.2 To receive an update concerning PKF Invoice for additional charges</b>  | KB/HT |
|    | <b>4.3) To note payment of invoices made between meetings:</b>   | KB    |
|    | i) Ed White, Reimbursement of Expenses Rec Field, £39.60 plus VAT  |       |
|    | ii) SLCC, Clerk Training Course, £75.00 plus VAT   |       |
|    | iii) Suzi Bruce, Lengthsman, Grass Cutting, £50.00   |       |
|    | iv) Suzi Bruce, Lengthsman, Gateway preparation and strimming, £165.00   |       |
|    | v) Suzi Bruce, P3 footpaths, gates and stiles strimmed and cleared, £580.00  |       |
|    | vi) Suzi Bruce, P3, re-set waymarker post, £35.00  |       |
|    | vii) Helen Tinson, Clerk Salary May, £649.04   |       |
|    | viii) Herefordshire Green Network, Annual Membership, £50.00   |       |
|    | ix) MW Farming, diesel for Rec Field Machinery, £105.50 plus VAT   |       |
|    | x) Scribe Accounting Software, set-up and first year, £485.00 plus VAT   |       |
|    | xi) BHIB, Annual Insurance Cover, £599.45  |       |
|    | <b>4.4) To approve the following invoices for payment:</b>   | KB    |
|    | i) Justin Peebles, Parish Maintenance (benches and stone work), £755.00  |       |
|    | ii) Justin Peebles, PROW stile repairs, £150.00  |       |
|    | iii) Fownhope Flag, £92.96   |       |
| 5) | <b>To note planning responses submitted under devolved power to Herefordshire Council:</b>   | DQ/KB |
|    | i) 211522: Mill Field, Fownhope. Application for variation of condition 2 of planning permission 163707/F to amend the drawings with regards layout and house types. |       |
|    | ii) 211386: 36 Scotch Firs, Fownhope, HR1 4NP. Proposal to extend the first floor over an existing patio area to provide a 3 <sup>rd</sup> bedroom.                  | DQ/KB |
| 6) | <b>Date of Next Meeting:</b> Wednesday 7 <sup>th</sup> July 2021   | KB    |