

WALFORD PARISH COUNCIL

Agenda for the meeting of the Parish Council



to be held at Walford Village Hall
At 7.30pm on Wednesday 26 June 2019

Councillors are summoned to attend; the press and public are invited to attend

1. **Apologies:** To accept apologies and note reasons for absence
2. **Declarations:** To receive declarations of interest and consider any written applications for dispensations
3. **Minutes:** To accept minutes of the previous meeting held on 16 May 2019.
4. **Public participation session:**
 - 4.1. To receive report from police representative
 - 4.2. To receive report from the Ward Councillor
 - 4.3. To receive representations from the public (*15 minutes allowed with a maximum of 3 minutes per person*)
5. **Walford Community Support Scheme:**
 - 5.1. To receive report from the Community Support Co-ordinator
 - 5.2. To approve end of year report for 2018/19
6. **New policies and procedures:**
 - 6.1. Code of conduct – to approve revised document based on the latest Herefordshire Council template
 - 6.2. Standing orders – to approve revised document based on the latest NALC template
 - 6.3. Financial Regulations - to approve revised document based on the latest NALC template
 - 6.4. To approve policies:
 - 6.4.1. Anti-bullying
 - 6.4.2. Grievance procedure
 - 6.4.3. Disciplinary
 - 6.4.4. Equality
 - 6.4.5. Equal opportunities
 - 6.5. To agree guidance for rules of debate – Councillor Matthews
 - 6.6. To consider roles of and responsibilities of councillors, chairperson and clerk – Councillor Matthews
7. **Finance:**
 - 7.1. To receive update from the Finance Committee Chairman
 - 7.2. To approve terms of reference
 - 7.3. To receive the Internal Auditor's report
 - 7.4. To approve the Income and Expenditure account for the year ended 31 March 2019
 - 7.5. To approve and sign the Annual Return
 - 7.6. To delegate authority to Clerk to authorise expenditure up to £1,000 in between meetings
8. **Planning:**
 - 8.1. To receive update from the Neighbourhood Planning Committee Chairman
 - 8.2. To approve terms of reference
9. **Personnel:**
 - 9.1. To receive update from the Personnel Committee Chairman
 - 9.2. To approve terms of reference
 - 9.3. To consider programme for councillor training
 - 9.4. To set date for next meeting
10. **Highways / Rights of Way:**
 - 10.1. To receive update on the Lengthsman's contract
 - 10.2. Road verges for wildlife – to agree asking Balfour Beatty to manage verge cutting
11. **Kerne Bridge Canoe Launch:**
 - 11.1. To confirm the Canoe Launch working group as a Committee
 - 11.2. To delegate authority to Clerk to approve expenditure up to £1000 on launch site repairs and renewals in between meetings – Councillor Cole
 - 11.3. River safety – Councillor Akers

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12. Phoenix Meadow: - to receive update on access

13. Communications:

- 13.1. To consider and approve Community Engagement Proposal – Councillor Puzey
- 13.2. To consider how to improve quality of sound in council meetings – Councillor Evans
- 13.3. To consider if social media should be part of Community Engagement or if old accounts be deactivated – (question raised by a resident)

14. Safety working group – “to form a working group to assess safety in the Parish. This is to allow councillors to look at this important issue and gather information to present to full council at the meeting in September” – Councillor Newbert

15. Environmental committee– to consider and approve the formation of a new committee. “This extremely important area is not covered at present and with new environmental law pending and the unique pressures on our Parish needs more comprehensive coverage and understanding” - Councillor Newbert

16. Public participation session:

- 16.1. To receive representations from the public (*at Chairperson's discretion if time permits at the end of the meeting*)

17. Items for next meeting agenda: (No discussion)

18. Next meeting: - Wednesday 26 June 2019 at 7.30pm in Walford Village Hall

Signed

R J Abolins

Clerk to The Council

21 June 2019