

**LITTLE BIRCH PARISH COUNCIL –PARISH COUNCIL MEETING HELD ON
Wednesday 5th June 2024 at 7.30pm – at Little Birch Village Hall**

Minutes

PRESENT: Councillors; (ND) Nick Deacon (CA) Chris Atkinson (SC) Steven Coles (KD) Kate Dillon

ALSO: Neil Barrington (NB) (Parish Clerk), Chris Fowler (CF) (Footpath Officer), Terry Griffiths (TG) Lengthsman

Meeting Opened: 7.30pm

1.	Open Session for members of the Public: No matters raised
2.	To accept apologies for absence: Ward Cllr Toni Fagan and Cllr Tom Palfrey sent their apologies
3.	Clerk correspondence: All correspondence received on the agenda.
4.	To receive declarations of interest: None declared
5.	Reports: 5.1 Ward Councillor: Cllr Fagan sent apologies 5.2 Balfour Beatty: Report received. 5.3 Police Update: Newsletter report received. NB will send in 3 priorities for the parish 5.4 Footpath Officer report: (CF) submitted a footpath report that will be published on the parish website. He supplied information for the parish to submit a bid for public right of way funding (PROW). After discussion it was RESOLVED that CF will edit the bid and send NB the completed version for submission to PROW bid.
6.	To accept minutes of the April 3 2024 Ordinary Council meeting, May 8 Annual Parish meeting, May 8 Annual meeting Proposed: SC Seconded: ND All in agreement. It was RESOLVED to accept that the minutes as a true record of the meetings.
7.	Action points from last meeting: All on the agenda
8.	Planning matters: None currently to be considered
9.	Finances: Balances: 9.1 Bank account (at 03.06.24) £7548.67 Payments to be agreed: To consider the following outstanding payments. 9.2 Clerks Salary as per contract. HMRC £6.60

Expenses £ 9 Petrol £5 Broadband
Lengthsman TGC2679 = £1276.80 (not to be paid at this time see Item 10)
FMS Hereford Invoice 2592 = £194.70 (this item was not on the agenda. Fee for audit.)

Proposed: ND Seconded: KD
All in agreement. It was **RESOLVED** all payments to be made.

9.3 Receipts – 2nd half of Precept now received £3750

VAT refund £194.97

Lengthsman Grant £1064

Contribution from Orcop PC for Clerk training and CiLCA £350

9.4 Requests for financial aid – None.

10. Lengthsman: TG reported that the work on Pendant Pitch has been completed. Though Councillors stated they felt there was still some remedial work that needed to take place. TG quoted a sum that would address the problem. As this would entail moving an amount of soil and fixing a broken pipe. Councillors felt that until these issues were resolved the invoiced amount would be put on hold

Further discussion on the drainage grant. TG was requested to identify tasks to allow the parish council to make an extensive, detailed bid for drainage funding.

11. Annual Governance Audit Review –

11.1 To note finance and bank reconciliation report

11.2 In regard to their AGAR – end of year accounts: To resolve that LBPC meets criteria set for 2023/24 and wishes to claim exemption for that year.

11.3 To approve the Annual Governance Statement for 2023-24

11.4 To approve the Accounting Statement for 2023-24

11.5 To note any recommendations from the Audit

It was **RESOLVED** to adopt and approve the parish council audit 2023 -24

12. Website – Cllr Palfrey was unable to attend the meeting. Update in July

13. Defibrillator contribution from Village Hall committee: Village Hall committee kindly agreed to make a contribution of £375 towards the Defibrillator.

14. Items for next meeting (no discussion): Website, Lengthsman work, grass verges.

15. Next meeting: July 10, 7.30pm, Little Birch Village Hall

Meeting closed at 9.00pm

SIGNED:..... CHAIRMAN

Dated:.....

Future Meetings

	Wednesday July 10 th 2024	7.30pm
	Wednesday Sept 4 th 2024	7.30pm
	Wednesday Oct 2 rd 2024	7.00pm
	Wednesday Nov 6 th 2024	7.00pm