



HALLOW PARISH COUNCIL

hallowparishcouncil@gmail.com

☎ 07813728061

Councillors,

You are duly summoned to attend the next meeting of Hallow Parish Council on **MONDAY 15th April 2023** at **7.00 p.m. at the Committee room at the Hallow Village Hall** where the following business will be transacted:

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND.

KINDLY NOTE THAT ACCESS TO THE COMMITTEE ROOM IS VIA THE SIDE ENTRANCE AT THE HALL AND THEN ALONG THE CORRIDOR TOWARDS THE COMMITTEE ROOM – PLEASE DO NOT ENTER VIA THE MAIN ENTRANCE OR DISTURB THE ACTIVITIES THAT ARE TAKING PLACE AT THAT TIME IN THE MAIN HALL

AGENDA

1. Apologies for Absence

2. Declarations of interest and applications for Councillor Dispensations subject to the Localism Act 2011.

3. Public Question Time

Members of the public are invited to give their views and question Parish Councillors on issues which are part of this Agenda, or to raise issues for consideration by the Parish Council at a future meeting.

Please note that individual questions, or statements will be allowed at the discretion of the Chair, they must be concise, and are limited to a maximum of 2 minutes per person.

Public time should NOT be used to raise issues of general maintenance or other routine matters- queries/comments should be addressed to the Clerk at hallowparishcouncil@gmail.com

PLEASE NOTE THAT MEMBERS OF THE PUBLIC WILL NOT HAVE AN OPPORTUNITY TO ASK QUESTIONS, OR MAKE COMMENTS AT ANY OTHER TIME DURING THIS MEETING AND SHOULD REFRAIN FROM DOING SO.

4. Minutes of the Parish Council Meeting of the meeting in March

- Approval of the Draft Minutes for March previously circulated.

5. Neighbourhood Development Plan and South Worcestershire Development Plan Matters

Response following the Formal complaint to MHDC.

5. Planning Applications:

M/24/00294/HP. Location: 8 Braithwaite Close, Hallow, Worcester, WR2 6PZ Description of Proposal: Single-storey rear extension, and insertion of new window in ground floor, north-east facing side elevation

6. Bank Reconciliation for March

6.1 BACS list for approval

6.2 Reconciliation statement

7 Audit of meeting performance

8 Annual Return for the year ended 31st March 2024

9 a. To consider and motion to approve procedures and paperwork in connection with the Annual Audit Return.

Members to consider and review effectiveness of internal procedures/audit conducted across entire year.

b. To consider and Motion to approve Section 1 of the AGAR - the Annual Governance Statement.

10 a. To consider Section 2 of the AGAR - Accounting Statements. Previously distributed for consideration.

Chairman and Clerk to give a briefing on the Accounting Statements and confirm that she RFO, has already signed the Accounting Statements prior to presenting them to Members at this meeting 04/2024

b. Motion to approve Section 2 of the AGAR - Accounting Statements. Chair only to minute, sign, and date the Annual Governance Statement Section 2 of the Annual Return for the year ending 31 March 2024

c. Approval and signature of the Declaration that the statement of accounts is unaudited (externally).

d. Approval and signature of the Notice of Commencement of the period for the exercise of public rights.



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e. To approve allocation of reserves (in format required by External Auditor)

11. Parish Matters

- 11.1 CCTV Maintenance package – Formal acceptance of the maintenance package for the CCTV
- 11.2 Request by Parishioner and Mrs Bowcott for a bicycle rack at the Car Park
- 11.3 Street Naming and House Numbering Development at Land at OS 8223 5896, off Oakleigh Heath, Hallow
By Bromford Development Limited
- 11.4 Terms and remit for Pavilion Advisory Board as well as an update on the Grant Funding
- 11.5 APM meeting arrangements to be finalised.
- 11.6 Update on new Clerk, proposal to accept a period of mentoring with costs covered by the HPC.
- 11.7 Hollybank maintenance – proposal by RGS regarding the maintenance on Hollybank

NEXT MEETING: TBC

Agenda Published on: 9th April 2023