

# **LUSTON GROUP PARISH COUNCIL**

NOTICE IS HEREBY GIVEN THAT THE ANNUAL MEETING OF  
LUSTON GROUP PARISH COUNCIL WILL BE HELD AT  
**7.30 PM ON MONDAY 9 MAY 2022 AT CAWLEY HALL**

## **1. Election of Chairman**

## **2. Receive apologies for absence**

## **3. Declarations of Interest**

- 3.1* Disclosable Pecuniary
- 3.2* Non-disclosable Pecuniary
- 3.3* Non Pecuniary
- 3.4* Written requests for dispensation

## **4. Election of Vice Chairman**

## **5. Approval of minutes from 4 April 2022**

## **6. Ward Councillor S Bowen's Brief Report (for information only)**

Items raised for decision will be placed on the agenda for the next meeting.

## **7. Flooding matters**

Proposal to set up a flood group, update on site meeting to review hydrology report and agree next steps.

## **8. Clerk's Report and reports on meetings attended by parish councillors**

## **9. Matters raised by local residents.**

Residents to raise local matters. Items raised for decision will be placed on the agenda for the next meeting.

## **10. Planning**

- 10.1* 190367 Broad Farm, Leominster, HR6 0AN. Proposed change of use of redundant agricultural buildings to mixed B8 and E(g)(iii) use. Retrospective.
- 10.2* 221312 Tudor House, B4361 From Angora Wood Farm To Upper Court, Luston, HR6 0EB. Proposed erection of 2 No. 3 bed single storey dwelling houses.
- 10.3* 221175 Ashton House, 11 Lilac Grove, Luston, HR6 0EF. Removal of a Norway Spruce tree.
- 10.4* Update on planning decisions by Herefordshire Council.

## **11. Highways and environmental matters**

- 11.1* Drainage grant: Review grant offer from the highway authority, prioritise drainage work and agree next steps.
- 11.2* Highways – Matters to bring to the attention of Balfour Beatty.
- 11.3* Lengthsman and P3 footpaths.

## **12. Finance**

- 12.1* Consider risk assessment and insurance policy
- 12.2* Annual Return 2021-22

**12.3** Payments for consideration:

D C Gardening Services, lengthsman/ P3 footpaths (April 2022) – £466.20  
Friends of Luston School Association, donation for Jubilee event – £150.00  
Morelock Signs, Townsend Park sign/ Eyton village sign – £398.76  
Clerk, wages April 2022  
Clerk, office and administration April 2021-March 2022 – £ tbc  
Clerk, Office 365 subscription 2022-23 – £135.36  
Came and Company (parish council insurance) – £ tbc

**12.4** Speed indicator devices (x2): Review and confirm additional items order required to operate retro-fitted devices.

**13. Appointment of Representatives**

*13.1 HALC representative(s) and NAM nomination*

*13.2 Working group members: Planning working group*

*Website working group*

*Finance working group*

*Management working group*

*Traffic working group*

**14. Review parish council policies and procedures**

Standing Orders; Code of Conduct; Complaints procedure, Data Protection policy, Freedom of Information publication scheme, Financial Regulations, Equal opportunities policy, Grants and Donations policy, Planning policy and Communications policy

**15. Community projects and initiatives**

Review and agree community projects and initiatives for 2022-23.

**16. Proposed schedule of Council Matters articles**

**17. Matters for consideration at the next meeting (no discussion)**

**18. Date of Next Full Council Meeting.**

To confirm the date of the next meeting, which is scheduled for 7.30pm on Monday 6 June 2022.

Clerk to Luston Group Parish Council,  
4 May 2022.