

Pipe and Lyde Parish Council

The Parish Councillors are summoned to an Extra -Ordinary Meeting of Parish Council at 5pm on the
24th August at Kenchester Water Gardens

AGENDA

- 1. To receive apologies of absence -**
- 2. To receive declarations of interest and written applications for dispensation**
- 3. To adopt minutes of previous meetings – Annual Parish Council Meeting and Annual Parish Meeting – both 18th May 2026.**
- 4. Public Forum –**
 - 4.1. Ward Councillor
 - 4.2. Local Residents – At Chairman's discretion, up to 10 mins will be allocated for the public to make representations, ask questions & give evidence in respect of any item on the agenda.
- 5. Employment of a new Clerk/Responsible Financial Officer**
 - 5.1 To receive feedback from the Interview Panel.
 - 5.2 To consider employing the Panel's preferred candidate.
 - 5.3 To consider terms within the draft Contract of Employment:
 - 5.4 Hours per week.
 - 5.5 Start Date
 - 5.6 Salary Scale (in accordance with current recommended national Local Government Pays scales)
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- 6. Parish Reports and Local Issues including footpaths and lengthsman**
 - 5.1 To consider lengthsman and drainage work in accordance with both the grant and budget
 - 5.2 Bus Shelter update
- 7. Financial Procedures – To note financial position, bank reconciliation and consider the following payments and income against budget and to note payments made in accordance with the budget**
 - 7.1 To consider HMRC payment for clerks salary -
 - 7.2 To note payment to HMRC for June and July
 - 7.3 To consider clerk payroll and expenses
 - 7.4 To note payment to Autela for Payroll expenses
 - 7.5 To note bank reconciliation and financial position
- 8. Planning - To consider planning applications determined by Herefordshire Council**
 - 8.1 Planning application 261910 – Copperfields, Church Road, Lyde – to build garage with habitable room over and boundary wall with revised access.
- 9. To consider items for the next agenda- annual meeting, annual parish meeting, policies,**
- 10. To consider date of next meeting**
- 11. Emma Noble – Parish Clerk Email: clerk@lydeparishcouncil.co.uk 19.08/26**