

BREINTON PARISH COUNCIL

PARISH COUNCILLORS are summoned to attend the **Annual Meeting of the Parish Council on Wednesday 13th May 2026** at **BREINTON VILLAGE HALL** to be held after the Annual Parish Meeting for the purpose of transacting the business identified on the agenda below.

Yours sincerely,



Lisa Law, Clerk, Breinton Parish Council.

Friday 8th May, 2026.

Members: Cllr J Hull (Chair), Cllr E Morfett (Vice-Chair), Cllr L Morawiecka, Cllr L Lewis, Cllr C Easter and Cllr J Morris.

AGENDA

Items 26.51-26.70

26.51 Election of the Chairman of the Council for the year 2026-27.

26.52 Declaration of Acceptance of Office.

26.53 Election of the Vice Chairman of the Council for the year 2026-27.

26.54 Apologies for absence. To receive apologies for absence.

26.55 Declarations of interest and written requests for dispensation.

Members are invited to declare disclosable pecuniary interests (DPI) and any other registerable interests in items on the agenda. Requests for dispensation must be in writing to the Clerk as soon as possible before the meeting.

26.56 To approve the minutes of the Council.

To confirm as a correct record and sign the minutes of the meetings held on the 18th and 27th March, 2026.

26.57 Ward Councillor Report. To receive a ward councillor report, if available.

26.58 Public Open Session. To receive comments from the public on parish matters.

26.59 Planning.

1. For members to consider the following planning application received by Herefordshire Council:

- P261137 238-240 Kings Acre Road, Hereford, HR4 OSD. Single Storey side extension. Valid. Comments by 30th May 2026.

2. For members to note the following planning applications determined by Herefordshire Council.
 - P260060/FH Rostherene, Breinton Hereford, HR4 7PR. Single storey extension to front elevation. Approved with conditions.

26.60 Biodiversity Action Plan.

1. For members to receive an update and consider any actions. Cllr Morfett.
2. For members to receive an update on the Citizen Bat Project and consider any actions. Cllr Easter.

26.61 Hydrology Report for Breinton Parish. For members to consider any quotes received to undertake the Hydrology report.

26.62 Parish Footpath Officer.

1. To elect a Parish Footpath Officer for 2026-27.
2. To receive a report and consider any actions.

26.63 Internal Auditors Report 2025-26. For members to receive the Internal Auditors Report for 2025-26 and consider any actions.

26.64 Annual Governance and Accountability Return (AGAR) 2025-26

1. **To receive and note the Annual Internal Audit Report.**
2. **To consider and approve Section 1 Annual Governance Statement 2025-26.** Members must complete Section 1 by answering “Yes” or “No” to assertions 1-10 and “Yes” “No” or “N/A” to assertion 9. Following approval the Annual Governance Statement will be signed by the Chairman and the Clerk.
3. **To consider and approve Section 2 Accounting Statements 2025-26.** Following approval the Accounting Statements will be signed by the Chairman.
4. **To consider and approve the Certificate of Exemption 2025-26 form 2.** Following approval the Certificate of Exemption will be signed by the Chairman and the Clerk.
5. **For members to note the following key dates:**
 - Submission deadline for the signed and approved AGAR and supporting documents is 1st July 2026.
 - Dates for the 30-day period for the exercise of public rights will be Wednesday 3rd June to Tuesday 14th July 2026, inclusive.

26.65 Lengthsman. To receive a report and consider any actions.

26.66 Village Hall Committee. To receive a report from Cllr Lewis.

26.67 Insurance 2026-27. For members to review the insurance limits and consider the renewal quotation received for £300.00 from Zurich. Renewal date 1st June 2026.

26.68 Finance.

1. **For members to consider the payment of the following:**
 - Clerk's salary April £641.92
 - Clerk's reimbursement £84.99 Microsoft 365 account
 - Breinton Village Hall 562 £13.50
 - Ruth Mullett Internal Audit £200.00
3. **For members to note the following payments made between meetings:**
Bank Charges £4.25, FMS Hereford £45.42, Ionos £18.00
4. **For members to note the following payments received:**
 - Herefordshire County Council £2,368.00 Lengthsman and Drainage Grant.
 - Herefordshire Council first instalment of the precept £6,840.00
 - HMRC VAT reclaim £2, 123.43
5. **Bank Reconciliation.** For members to approve the bank reconciliation dated 8th May 2026
6. **Bank Mandate.** For members to review and approve the bank signatories.
7. **Authorisation of payments arising regularly as the result of a continuing contract, statutory duty or obligation.** For members to approve that authority is granted for the payments of staff salaries.
8. **Authorisation of payment by Direct Debit.** For members to approve the authority of payments by Direct Debit for the following liabilities: PAYE/NIC, data protection fees, payroll invoices, email invoices, and banking fees.
9. **End of Year Accounts.** For members to approve the year-end accounts and consider any adjustments to earmarked reserves or carry forward of funds.

26.69 Council Policy Reviews. Members are requested to review and approve the following policies:

- a) **Financial Regulations**
- b) **Standing Orders**
- c) **Code of Conduct**

26.70 To consider items for the next agenda.

Date of next meeting of the council will be on Wednesday, 24th June, 2026 at 7pm at Breinton Village Hall.