

Parish Councillors are summoned to the Annual Meeting of the Parish Council on

Tuesday 28 April 2026 at 7.30pm, Pencombe and Little Cowarne Parish Hall

Member of the Public and Press are cordially invited to attend.

AGENDA

The meeting will be recorded for the purposes of the minutes

- 1. To elect a Chair of the Parish Council and to receive the Chair's signature on Declaration of Acceptance of Office**
- 2. To elect a Vice Chair of the Parish Council**
- 3. To receive apologies for absence**
- 4. To receive declaration of interests and written requests for dispensations**
- 5. To approve minutes of previous meetings held on 28 April 2026**
- 6. Open Session**
 - 6.1.** To receive a verbal report from Ward Councillor Bruce Baker
 - 6.2.** To receive views of local residents on parish matters
- 7. Council Updates**
 - 7.1.** To receive updates from Councillors on current matters
 - 7.2.** To consider and approve any actions from Councillor updates
- 8. To approve dates of ordinary Parish Council meetings for 2026/27**

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|-------------------|------------------|
| 23 June 2026 | 24 November 2026 |
| 21 July 2026 | 26 January 2027 |
| 22 September 2026 | 23 February 2027 |
| 27 October 2026 | 23 March 2027 |
- 9. Finance**
 - 9.1** To receive and approve the monthly financial report and any outstanding payments
 - 9.2** To consider and approve quote for hard standing on the Pound, Pencombe
 - 9.3** To consider and approve option for Herefordshire Council donation
 - 9.4** To receive internal audit report update
 - 9.5** To receive and approve 2026/27 risk register
 - 9.6** To receive and approve 2026/27 asset register
- 10. Lengthsman & PROW**
 - 10.1** To note Drainage Grant application submitted to Herefordshire Council
 - 10.2** To consider any additional works required in the Parish

11. Parish Council Policies

11.1 To review and adopt IT policy

11.2 To review and adopt Data Protection policy

12. To consider agenda items for the next meeting (no discussion)

13. Date of next scheduled meeting will be Tuesday 23 June 2026 at 7.30pm at Pencombe and Little Cowarne Parish Hall

Jane Legge - Clerk to Pencombe Group Parish Council

15 May 2026