**DIDDLEBURY PARISH COUNCIL**

**By Order of the Council:**

**An Ordinary Meeting of Diddlebury Parish Council will be held at**

**WESTHOPE VILLAGE HALL on WEDNESDAY 28th MARCH 2018 at 7.30pm when members are summoned to attend to deal with the Agenda business.**

**Signed: Jean de Rusett, Clerk Dated 21st March 2018**

**Clerk's address:**

**The Grange, Leinthall Earls, Leominster, Herefordshire HR6 9TS**

**Tel: 01568 770640** [**diddleburypc@gmail.com**](mailto:diddleburypc@gmail.com) **www.diddleburyparish.co.uk**

**AGENDA**

1. **To record those present and to receive apologies for absence**
2. **To receive declarations of pecuniary or personal interests relating to this meeting or dispensations in respect thereof.**
3. **Public involvement session - 10 minutes allocated**

**4. Minutes:** To approve the Minutes of the meeting on 28th February 2018

1. **Matters Arising**: To deal with matters arising from the Minutes of 28th February 2018.
2. **Reports from:** Chairman, Unitary Councillor Motley, Clerk and Parish Council members
3. **Planning applications**

**7**.1 **- 18/01254/TCA.** Application to fell one yew tree within a conservation area at The Old Vicarage, Diddlebury, SY7 9DH

**7.2 – 18/00777/FUL**. Application by Dr C Hart for the erection of an orangery at the rear of Delbury Cottage, Diddlebury SY7 9DH

**8. Awards of Donation:** including consideration of a request from the Flood Action Group for financial assistance for work needed on the Diddlebrook, Mill Lane.

**9.** **Minor Highway & Environmental matters**.

**10. Communications and Correspondence to be considered**

**11. To review and adopt:** (1) 2017/2018 revised Strategic & Operational Risk Assessment, and (2) A Retention of Documents Policy

**12**. **Finance:**

12.1 - Finance Report for March 2018 and approval of cheques to be authorised for payment

12.2 - Reconciliation of Cash Book/Bank Statements

12.3 – Review of CIL payments for 2017/2018

**13. Any Other Business:**

13.1 **–** to consider whether to call an Ordinary meeting on April 25th 2018

**Date & Venue of next Meeting:**

**T.B.A**