

## Sutton St. Nicholas Parish Council

**Minutes of the Ordinary Meeting of Sutton St. Nicholas Parish Council, held at Sutton St. Nicholas Village Hall, Bayley Way, Sutton St. Nicholas, Hereford HR1 3SZ on Monday 7<sup>th</sup> October 2024 at 7.15 pm. (no SPC/TF/2052)**

Cllr Ron Gow  
Cllr Ann Burke  
Cllr Sharron Haworth  
Cllr Ian Nicholas

### In attendance

Cllr Peter Hamblin (Ward Councillor)  
Tony Ford – Parish Clerk

### Members of the Public. 5

#### 1. Apologies

Apologies for absence was considered and approved for Cllr Richard Andrews

#### 2. Written requests for Dispensations

There were no requests for dispensation.

#### 3. Declarations of Interest

To receive declarations of interest by members in respect of items on the agenda.

| Councillor           | Y<br>e<br>s | N<br>o | Agenda<br>Item |                         | DPI or NPI                        |
|----------------------|-------------|--------|----------------|-------------------------|-----------------------------------|
| Cllr Ron Gow         |             | √      |                |                         |                                   |
| Cllr Ann Burke       |             | √      |                |                         |                                   |
| Cllr Sharron Haworth |             | √      |                |                         |                                   |
| Cllr Ian Nicholas    | √           |        | 15             | Adjacent to<br>property | Disclosable pecuniary<br>Interest |

#### 4. Receive approve and sign the Minutes of the Ordinary Meeting of the Parish Council (no SPC/TF/2051) held on Monday 2<sup>nd</sup> September 2024

The minutes were signed by Councillor Ron Gow as a true record of the meeting.

#### 5. Questions /Issues, from members of the public present

##### 5.1 Ward Councillors Report

Cllr Peter Hamblin (Ward Councillor) gave a brief verbal report as follows: -

- The waste disposal contract has been renewed, and hopefully parishioners should not see any difference, however if any issues arise, they should be reported to Herefordshire Council.
- Regarding new house building, Herefordshire Council has been given a target to build an extra 27,500 new homes over the next 20 years.
- Herefordshire Council is carrying out a substantial programme of road works and pothole repairs across the county.

Cllr Peter Hamblin informed the Parish Council that a more detailed report would be submitted at the next meeting.

##### 5.2 Questions from other members of the public

The Chair of Sutton Walls Conservation Group highlighted the problems the group was having to get the footpath cleared by Herefordshire Council and that at the recent Access Forum meeting they were told that funds had been made available to parishes, The Clerk informed the Parish Council that the only funds made available related to capital expenditure and not revenue expenditure and reminded the Parish Council that its funds had been prioritised for the Traffic Plan.

Cllr Peter Hamblin informed the Parish Council that he would take the matter up with Herefordshire Council.

## **Sutton St. Nicholas Parish Council**

A Parishioner informed the Parish Council that he would like to comment on Agenda Item 7 the planning application. Cllr Ron Gow requested that agenda item 7 be considered now, which the Parish Council agreed to

### **6. Traffic Plan**

The Parish Council noted the follow up correspondence from Callum Bush – Traffic Management and PROW Team Leader.

The Parish Council considered the updated Traffic Plan from the Traffic Plan Working Group and added as the last paragraph

*'It is hoped that all the related works will be completed by 31<sup>st</sup> March 2025'*

Having considered and approved the summary to be published in Sutton News. (Appendix 1 refers.

The Parish Council also considered correspondence from Gregg Speller – S106 Senior Project Manager Highways & Transport Delivery informing the Parish Council that he had the opportunity to install some of the traffic calming measures early as part of the road works at the Bramley Drive. And the need to use some Section 106 monies as this would lower the cost of these works as the developer would be contributing to the works, Having considered the correspondence, the Clerk was asked to send the following reply

The Parish Council was happy in principle due to the likely value for money aspect, however the Parish Council had concerns and would like to know

- What calming measures the developer will be putting in place early (*that have been discussed as part of the developer works*)
- The amount of S106 monies to be used to supplement the developer works (*top up their works* - as stated in your email)
- The impact on the requirements of the Parish Councils Traffic Plan
- The Parish Council also noted that works related to the TRO would be coming out of the TRO budget.

The Parish Council delegated to the Clerk to take action as required.

**Action** Clerk to send reply to Gregg Speller.

**Action** Clerk to submit the summary for publication in Sutton News. (Appendix 1 refers)

Post meeting the Parish Council has received confirmation that the developer would pay for any traffic calming measures installed.

### **7. Planning Application (231391)- Upper Court, Sutton St. Nicholas HR13AY Erection of Four dwellings and associated work to include access and drainage.**

In relation to the application A Parishioner highlighted the following

The application includes a proposal for drainage of treated effluent into the field marked in blue on the drawing number 1421-1 G, which is also the subject of a supporting document: "R Upper Court Drainage Plan RevA", as shown on the first photo with the title "Drainage Field Area" circled in red.

We note that it is a requirement that discharge to ground should be at least 200 metres from any other discharge to ground to avoid combination effect (Natural England criteria).

Our property drains to a septic tank which is located close to the boundary between our property and the northern boundary of the field. Secondary effluent discharges from that septic tank to ground within the field itself. This field was previously owned

## **Sutton St. Nicholas Parish Council**

by the occupants of Overcourt when this drainage system was originally installed. We were not consulted when the Drainage test holes were excavated. Any additional secondary effluent drainage into the field from the proposed development will impact our existing system. It increases the risk of flooding of effluent and carries a significant risk of adversely affecting our drainage. The same point applies to at least one neighbouring property.

The R Upper Court Drainage Plan Rev A, dated 24.2.23, which has not been amended for the purpose of the revised planning application, is unclear as to the exact site of the discharge to ground, which we also note requires an area of over 200 m<sup>2</sup>.

The test holes (GWLA/PTB/PTA and PTC) would seem to suggest that the drainage to ground would be towards the western boundary of the field and further down the field away from the properties along the northern boundary. This is inconsistent with the site in the field identified in the Heritage Environmental Ecological Survey Updated 17.8.24. As stated previously, the drainage to ground would need to be sited further down the field away from the properties on the northern boundary to ensure it did not interfere with our existing drainage and as such this would bring it closer to the Lugg.

In addition, the restrictive covenant in question prohibits "... anything which may be or grow to be a nuisance or annoyance to the vendor or any adjoining or neighbouring occupiers...". We are the successors to the vendor in question with the benefit of that covenant. Any adverse impact on our drainage system would constitute a nuisance and be in breach of that covenant

The Clerk informed the Parish Council that he had received two separate items of correspondence on the matter, one asking the Parish Council to object to the application and one raising concerns regarding access and drainage arrangements, the latter being sent to Herefordshire Council and Ellie Chowns the local Member of Parliament.

The Clerk also reminded the Parish Council that at the previous consultation the Parish Council objected due to the issues relating to access to the site. In answer to a question the Clerk informed the Parish Council that as far as he could see there were no changes to the plan.

During discussions the Parish Council also took note of the comments from the Highways department that *'the applicant should demonstrate the visibility splays are achievable based upon potential land ownership constraints within the control of either the applicant or the local highway authority, the splays should not cross third-party land.'*

Cllr Peter Hamblin informed the Parish Council that he had done a site visit and added that he was aware that if the site had three dwellings any drainage could be located within the development itself. The Parish Council was also informed that he would be meeting with the Planning Officer and would take on board any comments made by the Parish Council and the parishioner.

Having considered the application, the Parish Council resolved to support it subject to the following: -

## Sutton St. Nicholas Parish Council

- In line with the highways departments comments *the applicant should demonstrate the visibility splays are achievable based upon potential land ownership constraints within the control of either the applicant or the local highway authority, the splays should not cross third-party land.*
- Access issues to and from the site be addressed.
- Drainage issues and concerns legal and otherwise highlighted by neighbouring property owners be addressed satisfactorily. The Parish Council also noted that three dwellings would allow drainage to be sited on the development and not outside it.

**Action** - Clerk to inform Herefordshire Council of the Parish Council decision.

**Action** – Clerk to email Cllr Peter Hamlin the Parish Councils concerns.

**Action** – Clerk to forward to Cllr Peter Hamlin the letter from the parishioner attending.

### 8. Report from the Clerk on Actions from the last meeting.

There were eleven actions requiring completion, five were completed, five were work in progress and one closed. (Appendix 2 refers) – Noted.

### 9. Financial Report

- 9.1 Invoices for payment

| Ref | Payee                       | Amount<br>£ | VAT   |                                                                           |
|-----|-----------------------------|-------------|-------|---------------------------------------------------------------------------|
| 1   | Richard Morgan              | 586.00      | N/a   | Invoices 2020,2024,2032,2035<br>Lenghtsman, inspections, grass<br>cutting |
| 2   | Eyelid Production           | 100.00      | N/a   | 31-08-24 (3686) Annual Website<br>Support                                 |
| 3   | Information<br>Commissioner | 40.00       | N/a   | Data Protection registration                                              |
| 4   | PKF Littlejohn LLP          | 252.00      | 42.00 | 09-09-24 (SB20241790) External<br>Audit AGAR 31-03-24                     |
| 5   | HALC                        | 270.00      | 45.00 | 23-09-24 (H2317) Website Hosting<br>and Domain Name to July 2025          |

Authorised and cheques signed.

- 9.2 Receipts - nil
- 9.3 Confirmation of Balances as of 07-10-24 £20,611.71 (Appendix 3 refers) The Parish Council noted that the second instalment should have credited to the Parish Councils bank account and account would be taken of it once bank statements have been received.

### 10. Accounts and Audit Regulations

The Parish Council considered and noted the requirements of the Accounts and Audit Regulations. (Appendix 4 refers)

### 11. External Auditors Report

The Parish Council noted the External Auditors Reports, which raised no issues and that all proper practices were met. (Appendix 5)

## **Sutton St. Nicholas Parish Council**

### **12. Conclusion of Audit**

The Clerk informed the Parish Council that the Notice of Conclusion of Audit and related documents was published on 23<sup>rd</sup> September 2024 within the 30<sup>th</sup> September 2024 deadline. The Clerk recommended to the Parish Council that the notice was published for 14 days which the Parish Council agreed to.

### **13. Public Rights of Way (PROW)**

Having considered the matter, the Parish Council agreed to the following comments be made

#### **1. Footpath Officers Scheme**

##### **Paragraph 3 Roles and Responsibilities**

**Herefordshire Council** - would be helpful to have what their legal responsibility is with regards to footpaths.

**Add a Heading** – Landowners-and state their legal responsibilities with regards to footpaths.

#### **2. Volunteer Profile**

- It should be clear that they are responsible to Herefordshire Council.
- Highlight who will carry out optional duties if the volunteer can not and who will pay the costs.
- It should be clear that the Parish Footpath Officer cannot commit the Parish Council to any work or costs.

The Clerk was asked to forward the Parish Councils comments to Herefordshire Council.

**Action** – Clerk to submit comments to Herefordshire Council with a copy to HALC

### **14. Playground Inspection**

At the request of the Clerk the Parish Council agreed to defer this item to the November 2024 meeting, to allow time for the Clerk to complete the schedule.

### **15. Sub-station National Grid**

Cllr Ron Gow and Cllr Sharron Haworth were authorised to the plans submitted by the Parish Councils Solicitors. The Parish Council also noted the solicitors comments that the first set did not meet Land Registry requirements.

**Action** Cllr Ron Gow and Cllr Sharron Haworth to sign plans

### **16. Police Charter**

The Parish Council noted the submission made for the period 01-10-24 to 31-12-24

### **17. Matters relayed to the Clerk for the Agenda of the next meeting.**

- Playground Inspection

### **18. Items for Information**

Items for information noted. (Appendix 6 refers)

### **19. Confirmation of the date, time, and venue of the next meeting,**

Parish Council Monday 4<sup>th</sup> November 2024 at 7.15pm at Sutton St. Nicholas Village Hall.

### **20. Clerks' salary**

The Parish Council approved the Clerks salary and authorised Cllr Ron Gow to sign the payments schedule

**Traffic Plan Summary for Sutton News**

**Background**

**Traffic Regulation Order -Request**

The Parish Council made a request to Herefordshire Council for speed reductions on Wyatt Road and to move the 30mph signs on the four entrances to the village further outside the village.

ADL, Herefordshire contractors was of the view that regarding Wyatt Road the speed data showed that speed was well within the existing national speed limit, in addition there were no recorded collisions in the past 5 years, with the road being predominantly rural in terms of its surrounding environment. Therefore, there was no case to look at reducing the speed limit. predominantly rural in terms of its surrounding environment. Therefore, there was no case to look at reducing the speed limit.

Having considered the four entrances to the village, ADL proposed that the signs at three locations be pushed out to more suitable locations, to be enhanced with new nameplate signs, where necessary, new road roundels and dragon teeth road markings to really make the entry to the 30mph speed limit and indeed the village more obvious and conspicuous.

In summary the outcome was 60% (3 out of 5) of what the Parish Council wanted. The Parish Council was disappointed that the omission of Marden Road bearing in mind the adverse data, and the omission of Wyatt Road as the data did not meet the required criteria for a review.

At its meeting held on 7<sup>th</sup> October 2024 the Parish Council approved the final version of its Traffic Plan for submission to Herefordshire Council - Highways Department.

**Phase 1**

Change driver behaviour to understand they are now entering a shared space with all users by:

- Extending the 30mph limit to the north, south, east, entrances of the village (Traffic Regulation Orders) \*.
- The lack of a straight line of sight of a 30-mph sign, 150 metres before you come into the speed limit for the village from the west (Marden etc) means that a 30mph extension would not meet the legal requirements for an extended speed limit sign.
- Erection of White Gates (with planters where possible) at the start of the 30mph entry into Village on the North, South, East and West roads into the village
- Addition of edge lines to narrow the road, where legally possible.
- New 30mph signs on the west entrance to the village (Marden Road)
- Install Shark lines at the west entrance to the village (Marden Road)
- Ensure road signs are kept clean and clear of vegetation.
- Verges always maintained and kept immaculate.
- 30mph roundels (at the west entrance to the village (Marden Road) with repeaters on the main roads through the village
- Speed Indicator device (SID) with poles at each entrance to the village to enable rotation across all entrances.
- To work in collaboration with West Mercia Police Safety Speed Watch Senior Manager and their teams for monthly visits to monitor the four entry/exit points in the Parish during the peak commuter hours of 6am to 10am and 2.30pm to 6.30pm for poor driver behaviour and responses to the current speed limits in the village.

\*Funded by Bells Homes' development south of the village

**Estimated Cost of Phase 1 = £67,400 of which £53,000 is offset by the S.106 contribution.**

**Nett cost of Phase 1 = £12,400 (funded by Parish Council Reserves)**

## **Sutton St. Nicholas Parish Council**

### **Phase 2 -Future consideration at the next review**

Enjoying our Village's Key Views through the introduction of designated QUIET LANES  
*(Some minor rural roads in England and Wales may be designed as Quiet Lanes. These are appropriate for shared use by walkers, cyclists, horse riders and motor vehicles. Drivers should drive slowly and carefully and be prepared to stop to allow people extra time to make room for them to pass people in safety.)*

Following Herefordshire Councils refusal for *Quiet Lanes/Home Zones* for 11 roads in the village and the subsequent *submission of* queries by the Parish Council, the refusal still stood. Being mindful of the comments made, the Parish Council agreed to reduce the list to the three roads below.

- Churchway (Ridgeway Road to Wyatt Road)
- The Rhea
- Orchard Close (for children's playground)

It is the intension of the Parish Council to obtain material evidence to support any future new requests and for the County Council Traffic Regulation Order Team to explain their rationale for refusing to make these proposed lanes safer for pedestrians and all users of these Shared Spaces

The Parish Council would like to thank all the members of the Traffic Plan Working Group for the development of the Traffic Plan. as well as the pedestrians, cyclists, and horse riders who agreed to their photographs being used in Traffic Plan documents.

It is hoped that all the related works will be completed by 31<sup>st</sup> March 2025'

Cllr Ron Gow  
Chairman – Sutton St. Nicholas Parish Council.

# Sutton St. Nicholas Parish Council

## Appendix 2

### Status of Actions from last meeting 02-09-24

| Meeting Ref | Date of Meeting | Agenda Item | Reference                                                                | Action                                                                                                       | Action Owner | Action Taken                                                           | Status           |
|-------------|-----------------|-------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|--------------|------------------------------------------------------------------------|------------------|
| 10/01       | 06/11/23        | 11          | Section 106 Monies – Lane Orchard Land South of Woodville Grove, HR1 3DL | Clerk to continue to see if grants are available                                                             | Clerk        | See 10/6                                                               | Closed           |
| 10/02       | 04/12/23        | 18          | Clerks Salary – Pay Award 2023-24                                        | Clerk to get clarification from HALC regarding the engagement of a payroll provider                          | Clerk        | HALC has confirmed Good Practice/ Future Agenda item                   | Work In progress |
| 10/03       | 05/08/24        | 16          | Local Drainage Fund                                                      | Clerk to raise the issue of hiring a digger with Herefordshire Council                                       | Clerk        | Confirmation received                                                  | Completed        |
| 10/04       | 05/08/24        | 16          |                                                                          | Clerk to liaise with Richard Morgan.                                                                         | Clerk        | On going                                                               | Work in progress |
| 10/05       | 05/08/24        | 16          |                                                                          | Clerk to complete the required documents and submit to Herefordshire Council.                                | Clerk        |                                                                        | Work In progress |
| 10/06       | 05/08/24        | 17          | Sutton Playing Field Annual Inspection Report                            | Clerk to now progress the application for lottery funding.                                                   | Clerk        | Funding for the level required not currently available in this region. | Work In progress |
| 10/07       | 05/08/24        | 18          | HM Revenue and Customs Payments                                          | Clerk to set up a Direct Debit and authorised signatories were authorised to sign the required documentation | Clerk        |                                                                        | Work in progress |
| 10/08       | 02/09/24        | 5.2         | Questions from other members of the public                               | Clerk to raise the matter with the householder.                                                              | Clerk        | Hedge has been cut back                                                | Completed        |
| 10/09       |                 | 6           | Traffic Plan                                                             | Clerk to raise the queries with Callum Bush.                                                                 | Clerk        |                                                                        | Completed        |
| 10/10       |                 | 6           | Traffic Plan                                                             | Clerk to make a request to Herefordshire Council for a vehicle speed survey                                  | Clerk        |                                                                        | Completed        |
| 10/11       |                 | 9           | Risk Register                                                            | Cllr Ron Gow was authorised to sign the                                                                      | Clerk        |                                                                        | Completed        |

Sutton St. Nicholas Parish Council

| Meeting Ref | Date of Meeting | Agenda Item | Reference | Action            | Action Owner | Action Taken | Status |
|-------------|-----------------|-------------|-----------|-------------------|--------------|--------------|--------|
|             |                 |             |           | updated register. |              |              |        |

|                  |           |
|------------------|-----------|
| Completed        | 5         |
| Work in progress | 5         |
| Closed           | 1         |
| <b>Total</b>     | <b>11</b> |

## Sutton St. Nicholas Parish Council

## Bank Reconciliation as at 07-10-24.

|                  |                  |
|------------------|------------------|
| Opening 01/04/24 | 30,546.85        |
| Receipts         | 16,780.23        |
|                  | <b>47,327.08</b> |
| Expenditure      | 26,715.37        |
| Balance          | <b>20,611.71</b> |

Bank Statement balance    **10/09/2024**    23,179.16

**os cheques**

|      |        |          |
|------|--------|----------|
| 1462 | 252.00 |          |
| 1515 | 209.20 |          |
| 1521 | 335.00 |          |
| 1524 | 586.00 |          |
| 1525 | 100.00 |          |
| 1526 | 40.00  |          |
| 1527 | 252.00 |          |
| 1528 | 270.00 |          |
| 1529 | 314.05 |          |
| 1530 | 209.20 | 2,567.45 |

Balance as at 07-10-24                      **20,611.71**

**Accounts and Audit Regulations –  
Linked to Practitioners Guide March 2024**

| <b>AGS Assertion No</b> | <b>Requirements of the Accounts and Audit Regulations</b>                | <b>Parish Councils Action</b> | <b>Comments</b>                                          |
|-------------------------|--------------------------------------------------------------------------|-------------------------------|----------------------------------------------------------|
| <b>1</b>                | <b>Financial Management and Preparation of Accounting Statements</b>     |                               |                                                          |
|                         | Budgeting- Agenda item                                                   | √                             |                                                          |
|                         | Accounting Records and supporting Documents – internal Auditor           | √                             |                                                          |
|                         | Bank Reconciliation – Agenda Item                                        | √                             | <b>Includes Councillor Independent Check - Quarterly</b> |
|                         | Investments                                                              | N/a                           |                                                          |
|                         | Reserves – Agenda item                                                   | √                             |                                                          |
| <b>2</b>                | <b>Internal Control</b>                                                  |                               |                                                          |
|                         | Standing Orders and Financial Regulations – Agenda item                  | √                             |                                                          |
|                         | Safe and efficient arrangements to safeguard public money- Risk register | √                             |                                                          |
|                         | Employment – Agenda Item                                                 | √                             |                                                          |
|                         | Fixed Asset and Equipment- Agenda Item                                   | √                             |                                                          |
|                         | Loans and Long Term Liabilities – Agenda item                            | √                             |                                                          |
| <b>3</b>                | <b>Compliance with Laws, regulations and proper practice</b>             |                               |                                                          |
|                         | Regulations and Proper Practice                                          | √                             |                                                          |
|                         | Actions during the year                                                  | √                             |                                                          |
| <b>4</b>                | <b>Exercise of Public Rights</b>                                         |                               |                                                          |
|                         | Publication – Agenda Item                                                | √                             |                                                          |
|                         | Limited assurance review by the external Auditor – Agenda Item           | √                             |                                                          |
| <b>5</b>                | <b>Risk Management</b>                                                   |                               |                                                          |
|                         | Identifying Risks – Agenda Item                                          | √                             |                                                          |
|                         | Assessing Risks- Agenda Item                                             | √                             |                                                          |
|                         | Addressing Risks – Agenda Item                                           | √                             |                                                          |
|                         | Reviewing and Reporting- Agenda Item                                     | √                             |                                                          |
| <b>6</b>                | <b>Internal Audit</b>                                                    |                               |                                                          |
|                         | In place/Agenda item                                                     | √                             |                                                          |
| <b>7</b>                | <b>Reports From Auditors</b>                                             |                               |                                                          |
|                         | Agenda item                                                              | √                             |                                                          |
| <b>8</b>                | <b>Significant Events</b>                                                |                               |                                                          |
|                         | Agenda Item                                                              | √                             |                                                          |
| <b>9</b>                | <b>Trust Funds</b>                                                       | <b>N/a</b>                    |                                                          |
|                         |                                                                          |                               |                                                          |

## Section 3 – External Auditor's Report and Certificate 2023/24

In respect of **Sutton St Nicholas Parish Council – HE0117**

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

### 2 External auditor's limited assurance opinion 2023/24

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

### 3 External auditor certificate 2023/24

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

*PKF LITTLEJOHN LLP*

Date

07/09/2024

**Items for Information 07-10-24**

- **Balfour Beatty** - Bi-Monthly Briefings
- **NALC** – Newsletter 28-08-24
- **NALC** - Chief Executive's Bulletin 29-08-24
- **Balfour Beatty** - Herefordshire Street works Report W/C 02.09.2024.
- **Police & Crime Commissioner** - PCC newsletter - August 2024
- **Herefordshire County Bid** – Updates 30-08-24
- **HALC** - Conference & AGM on Saturday 26th October
- **Herefordshire Council** - Final Reminder - Parish Council Summit
- **NALC**- Newsletter 04-09-24
- **NALC** - Chief Executive's Bulletin 05-09-24.
- **Balfour Beatty**- Locality briefing Weobley, Queenswood & Sutton Walls 05/09/24.
- **Balfour Beatty** - Herefordshire Street works Report W/C 09.09.2024.
- **NALC** – Newsletter 11-09-24
- **NALC** - Chief Executive's Bulletin 12-09-24.
- **Herefordshire Council** - Review of Polling Districts, Polling Places and Polling Stations
- **Gregg Speller Herefordshire Council** - C1125 to C1126 Sutton St. Nicholas works
- **NALC** – Newsletter 18-09-24
- **Hoope** - Sutton Primary School - SEN extension
- **Herefordshire Council** - LCWIP Engagement - Meeting recording and presentation
- **Balfour Beatty** - Herefordshire Street works Report W/C 23-09.2024
- **Balfour Beatty**- Locality briefing Weobley, Queenswood & Sutton Walls 20/09/24.
- **NALC** - Chief Executive's Bulletin 19-09-24.
- **Herefordshire and Gloucestershire Canal Trust** - Wharfinger Magazine 161 Autumn 2024
- **Herefordshire County BID** - Business Spotlight Information
- **NALC** – Newsletter 25-09-24
- **Balfour Beatty**- Locality briefing Weobley, Queenswood & Sutton Walls 26/09/24.
- **Herefordshire Council** - Parish Council Summit Agenda - 8th October 2024

