

CUSOP PARISH COUNCIL

To members of the Council:

You are summoned to attend the annual meeting of Cusop Parish Council to be held on Wednesday 13th May 2026 at 7 p.m. at Cusop Village Hall, Cusop, Herefordshire, to consider the business set out below.

Dr David Thame
Clerk to the Council
8th May 2026

AGENDA

2026/1. Election of the Chairman

To elect a Chairman for the 2026/27 municipal year: the Chairman to make the required declaration of acceptance of office.

2026/2. Election of the Vice Chairman

2026/3. Apologies for absence

2026/4. Declarations of Interest/Requests for Dispensations

2026/5. Minutes

To approve as a correct record the minutes of the meeting held on 22nd April 2026 (copies previously circulated).

2026/6. Chairman's Announcements

2026/7. Co-Option of Parish Councillor (Minute 2025/152)

To consider the co-option of a member to replace Cheryl Hyde (resigned 13th December 2025).

2026/8. Standing Orders

To consider the re-adoption of standing orders (as amended July 2025), and if necessary, the report of the Clerk on amendments to bring standing orders and financial regulations into conformity with the NALC models.

2026/9. Financial Regulations

To consider re-adoption of the Financial Regulations (as amended July 2025) and the following amendment. Insert at the appropriate point in regulation 6:

- 6.x. For each financial year the RFO may draw up a schedule of regular payments due in relation to a continuing contract or obligation (such as Salaries, PAYE, National Insurance, pension contributions, rent, rates, regular maintenance contracts and similar items), which the council may authorise in advance for the year.
- 6.y. A list of such payments shall be reported to the next appropriate meeting of the council for information only

2026/10. Code of Conduct

To re-adopt the code of conduct.

2026/11. Policy Review: Data, Information and Accessibility

To consider re-adopting the suite of policies on data protection, freedom of information/publication scheme, reviewing and re-affirming the website accessibility and confirming tests of accessibility, re-adopting the

privacy policy, re-adopting the information technology, to confirm the Council's adherence to the Transparency Code, and to confirm the clerk as data controller and data protection officer.

2026/12. Public Session (15 minutes)

To receive a report from the Herefordshire Ward Councillor, and to hear the views of local residents on parish matters.

2026/13. Planning Consultation – 261092 & 261093 - Pentre Higgin, Craswall, Hereford, Herefordshire HR3 5FG

To consider the planning consultation 261092 Extension to the existing dwelling which includes a bedroom wing with three additional bedrooms with en-suite facilities, and 261093, listed building consent.

2026/14. Insurance (Minute 2025/162)

To consider the report of the clerk on insurance renewal and to review the risks insured, and to consider agreeing that in view of the expiry of the existing policy on 1st June 2026 the Clerk, in consultation with the Chairman, be authorised to make necessary arrangements to ensure continuity of insurance cover.

2026/15. Local Drainage Fund (Minute 2025/156)

To consider further applications the deadline for which is 17th May 2026, including completing ditching on C1205 beyond Watery Lane (U75238) to Red Barn, and addressing drainage from Trewern (Church Road U75242) to the junction with Thirty Acres.

2026/16. Playground Refurbishment/Section 106 funding (Minute 2025/160)

To consider the outcomes of a site meeting with Herefordshire Council's section 106 project co-ordinator taking place on 24th April 2026.

2026/17. Neighbourhood Development Plan

To consider the next steps.

2025/18. Newsletter

To consider a draft.

2026/19. Financial Report

To consider the report of the Clerk/Responsible Financial Officer, including the cash book with budget monitoring (attached).

To consider the independence of the internal auditor.

To consider a resolution on regular payments.

To review and consider the continued use of BACS electronic payments.

To consider the following invoices for payment:

PV164 Clear Councils (Insurance)	£848.60
PV165 Cusop Village Hall	£55.00