Horndean Parish Council

NOTICE OF MEETING

A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ON MONDAY 15 DECEMBER 2014 at 7.15 P.M OR IMMEDIATELY FOLLOWING THE PLANNING COMMITTEE MEETING in JUBILEE HALL

Members are summoned to attend

Carla Baverstock-Jones GCILEx
Executive Officer & Clerk to Council

09 December 2014

AGENDA

1. To receive and approve apologies for absence.

2. To receive any Declarations of Interest

3. To receive a written update from County Councillor Mrs M Harvey regarding County Council matters.

4. To receive a written update from a District Councillor regarding District Council matters.

5. To open the meeting to members of the public to enable them to address questions to Parish Councillors. *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*

6. To approve the Minutes of the Council Meeting held on the 17 November 2014.

7. To receive and approve the Orders for Payment (List 10 attached)

8. To receive and approve the bank reconciliation, Clydesdale as at 30/11/2014 and Co-operative as at 30/11/2014.

9. To receive November accounts.

10. To consider and agree the recommendation from the Policy & Resources Committee meeting of the 03 November 2014 to agree the Filming & Recording Policy and to amend Standing Orders accordingly.

11. To receive a report and consider the suitability of office furniture within Tyfield House.

12. To receive and agree a policy with regards to internet banking.

13. To receive and discuss the draft budget for 2015/2016.

14. To consider and agree an increase in respect of the Executive Officers spending limits and agree an appropriate amendment to the Financial Regulations.

15. To receive an update regarding the contract for sanitary services.

16. To receive a quotation and consider the way forward regarding repairs to the granary.

17. To receive a report and consider the purchase of personal protective equipment (PPE) for the Countryside Team.

18. To receive a report and consider the quotations for the purchase of carpeting for Tyfield House.

To exclude the public and the press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted. (Public Bodies (Admissions to meetings) Act 1960).

19. To approve the Confidential Minutes of the Council Meeting held on the 17 November 2014

20. To consider and agree the recommendations from the Staff Committee of the 08 December 2014 in respect of the roles and salaries within the Countryside and Admin Teams.

- **The meeting will be followed by a short Councillor training session.**