



# Horndean Parish Council

## NOTICE OF MEETING

**A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ON MONDAY 24<sup>th</sup> FEBRUARY 2014 AT 7.00pm IN JUBILEE HALL**

Members are summoned to attend

Philippa Penfold  
Proper Officer and Office Services Manager

18<sup>th</sup> February 2014

### AGENDA

1. To receive 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 may be answered at a meeting or in writing following the meeting and shall not require a debate.*
6. To receive a cheque from Mr Nolan Bird as a donation towards the restoration of the War Memorial.
7. To receive an update on the WW1 commemorations, including the proposed replacement of the statue on the war memorial:
8. To receive a presentation on Shared Services from Mrs Jo Barden-Hernandez, EHDC.
9. To approve the Minutes of the Council meeting held on the 27<sup>th</sup> January 2014.
10. To receive the Chairman comments.
11. To receive and approve the Orders for Payment. (see list attached)
12. To receive and approve the bank reconciliation as at 31<sup>st</sup> January 2014.
13. To receive the January accounts.

**NOTE: Questions in respect of financial issues, appertaining to agenda items 11, 12 and 13, should be raised at least a full working day prior to the meeting; invoices are available to view by appointment in the parish office prior to the meeting.**

14. To receive and note the interim Internal Audit report for 2013/14.
15. To agree the Financial Risk Assessment.
16. To receive and consider a proposal for the transfer of funds to a higher interest Term Deposit account.
17. To agree a recommendation from the Policy & Resources committee to grant £4,000 to the Citizens Advice Bureau (CAB).
18. To receive and agree the Christmas/New Year 2014/15 closure of the Parish Office.
19. To receive and consider a proposal for upgraded staff mobile phones.
20. To receive an update on necessary tree survey work at Lychgate Drive Playground, and agree a way forward.
21. To consider a request from Mr Kevin Klien to purchase a strip of land in Eskdale Close.
22. To receive and consider a response to the mobile library consultation from Hampshire County Council.
23. To receive a report from Cllr I Weeks on the befriending service offered by HOPE and Age Concern.
24. To receive and agree the Parish Council meeting schedule for 2014/15.
25. To receive and agree the wording for the bus shelter consultation for residents of Downs Road, and surrounding area.
26. To discuss and agree to raise a Commonwealth flag as part of the nationwide celebration on March 10<sup>th</sup> 2014, and to agree purchase of the same.
27. To form a Working Party to formulate and submit a response to the NALC Policy Consultation: *Local Audit and Accountability Act – Openness of Local Government Bodies Draft Regulations*.
28. **To agree to exclude the public and 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)**
29. To agree Confidential Minutes from the meeting of the 27<sup>th</sup> January 2014.
30. To discuss and agree job descriptions, adverts, person specifications and salary ranges for vacant posts within the Parish Council, including temporary assistance with financial work.