# Horndean Parish Council

## NOTICE OF MEETING

**A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ON MONDAY 27TH JANUARY 2014 AT 7.00pm IN JUBILEE HALL**

Members are summoned to attend

Philippa Penfold
Proper Officer and Office Services Manager

22nd January 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 present a cheque from the proceeds of the Carol Service to The Rowans Hospice.
7. To approve the Minutes of the Council meeting held on the 16th December 2013.
8. To receive and note an action list arising from Council meetings.
9. To receive the Chairman comments.
10. To receive and approve the Orders for Payment. (see list attached)
11. To receive and approve the bank reconciliation as at 31st December 2013.
12. To receive the December accounts.
13. To review and approve the new signatories for the bank mandates.

***NOTE: Questions in respect of financial issues, appertaining to agenda items 10, 11 and 12, 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.***

Horndean Parish Council, Tyfield House, Blendworth Lane, Horndean, Hants PO8 0AA
Tel: 023 9259 7766 Fax: 023 9257 0550 www.horndeanpc-hants.gov.uk
Horndean Parish Council Group

14. To receive and consider a recommendation from the Policy & Resources Committee in regard to the Budget 2014/15.

15. To receive and consider a recommendation from the Planning & Public Services Committee in regard to the response to the proposed modifications of the EHDC Joint Core Strategy.

16. To receive and consider a proposal for upgraded telephony systems for the Parish Council, to include the Parish Office, payphones and broadband at Jubilee and Napier Hall and staff mobile phones.

17. To receive and consider a recommendation from the G&P Committee in regard to asbestos at Napier Hall.

18. To receive an update from the Accommodation Working Party regarding improvements to Jubilee Hall.

19. To receive an update on the WW1 commemorations, including the proposed replacement of the statue on the war memorial:

    a) To approve the proposal and agree fundraising streams;
    b) To approve placement of order;
    c) To agree a process for receiving public donations.

20. To agree to a quotation for necessary tree survey work.

21. To agree an additional Council meeting on 24th February 2014.

22. **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)**

23. To agree Confidential Minutes from the meeting of the 16th December 2013.

24. To receive and discuss an update on recruitment.

25. To receive and discuss an update on Time Off In Lieu (TOIL) Policy and Overtime Policy.

26. To receive and discuss an update on staff time recording procedures.

27. To consider a proposal for shared services.