Horndean Parish Council

NOTICE OF MEETING

A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ONLINE ON MONDAY 14 DECEMBER 2020 at 7.00 P.M.

Members of the public can login via the website link.

Documents pertaining to the meeting are available to download from the HPC website.

Members are summoned to attend

Carla Baverstock-Jones GCILEx, PSLCC, MCMI
Chief Officer

08 December 2020

AGENDA

1. To receive and approve apologies for absence.

2. ***Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.***

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

4. To receive a written update from District Councillors 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. Questions shall not require a debate and those that cannot be answered at the meeting may be answered in writing later.***

6. To approve the Minutes of the Council Meeting held on the 09 November 2020.

7. To receive and approve the Orders for Payment (List 5 attached).

8. To receive and note the monthly finance report.

9. To receive and agree the Budget 2021/2022 and to set the precept.

10. To receive and consider the Internal Audit Report (Interim) for the year ended 2020/2021.

11. To receive a report and consider the purchase of an external notice board for the Parish Office.

12. To receive a verbal update in respect of the Land East of Horndean development.

13. To receive the recommendation from the Staff Committee on the 16 November 2020, in respect of the revised Information Technology and Equipment Usage Policy.

14. To receive the recommendation from the Staff Committee on the 16 November 2020, in respect of the revised Disciplinary Policy and Procedure.

15. To receive the recommendation from the Staff Committee on the 16 November 2020, in respect of the revised Grievance Policy and Procedure.

16. To receive the recommendation from the Staff Committee on the 16 November 2020, in respect of the revised Contract of Employment.

17. To consider and agree the closure of the Parish Office on Christmas Eve.

18. To note the next scheduled meeting of the Council being the 18 January 2021.

19. **To resolve 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).**

20. To consider the documentation submitted in respect of registered land within Catherington Lith and agree the way forward.

21. To receive the recommendation from the Staff Committee on the 16 November 2020, in respect of the probationary periods pertaining to two members of staff within the Countryside Team.