



# Horndean Parish Council

## NOTICE OF MEETING

A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ON  
MONDAY 21 JUNE 2021 at 7.00 P.M. in JUBILEE HALL

Members are summoned to attend

Carla Baverstock-Jones GCILEx, PSLCC, MCMI  
Chief Officer

15 June 2021

### 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 Annual Council Meeting held on the 05 May 2021.
7. To receive and approve the Orders for Payment (List 2 attached).
8. To receive and consider the Internal Audit Report for the year ended 2020/2021.
9. To receive and approve the Annual Governance and Accountability Return for 2020/2021:
  - Section 1 – Annual Governance Statement 2020/2021
  - Section 2 – Accounting Statements 2020/2021.
10. To receive and note the monthly finance report.
11. To receive and note the amendments to the Councillors' Code of Conduct, adopted on the 19 April 2021.
12. To receive a report and consider the draft policy/protocol to mark the death of the Sovereign/Senior Royal or National Figure.
13. To receive a report and consider the quotations in respect of the purchase of window blinds within the Parish Office.

14. To consider and agree the way forward in respect of future Council and Committee meetings given the requirement to meet in person.
15. To receive the recommendation from the Grounds Committee on the 17 May 2021, in respect of the replacement of the tree to commemorate the Queens Golden Jubilee.
16. To receive the recommendation from the Finance and General Purposes Committee on the 17 May 2021, in respect of the implementation of a File Naming process.
17. To receive the recommendation from the Finance and General Purposes Committee on the 17 May 2021, in respect of the duplicate costs pertaining to Tyfield House/Lucky Lite, being charged to the Jubilee Hall Earmarked Reserve.
18. To receive the recommendation from the Finance and General Purposes Committee on the 17 May 2021, in respect of the applications for the following Grants:
  - All Saints Church, Catherington - £1,000
  - 1<sup>st</sup> Horndean Scout Group - £500
  - Citizens Advice East Hampshire - £1,000.
19. To note the next scheduled meeting of the Council on the 26 July 2021.
20. **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).**
21. To receive the recommendation from the Grounds Committee on the 17 May 2021, in respect of the boundary pertaining to a property within Catherington Lith.