



Horndean Parish Council

NOTICE OF MEETING

A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ON MONDAY 23 APRIL 2018 at 7.00 P.M in JUBILEE HALL

Members are summoned to attend

A handwritten signature in black ink, appearing to read 'Carla Baverstock-Jones'.

Carla Baverstock-Jones GCILEx, MILCM
Chief Officer

17 April 2018

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 District Councillors regarding District Council matters.
5. To receive the Chairman's comments.
6. 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.*
7. To approve the Minutes of the Council Meeting held on the 12 March, 2018.
8. To receive and approve the Orders for Payment (List 13 attached).
9. To receive and approve the bank reconciliation – Co-operative, Lloyds and Cambridge & Counties as at 31 March 2018.
10. To receive a verbal update in respect of the extension to Jubilee Hall.
11. To receive a verbal update in respect of the Land East of Horndean development.
12. To receive the recommendation from the Grounds Committee on the 19 March 2018, in respect of the HAVS Policy.
13. To receive the recommendation from the Finance and General Purposes Committee on the 26 March 2018, in respect of the Asset Register.
14. To receive the recommendation from the Finance and General Purposes Committee on the 26 March 2018, in respect of the revised Financial Risk Assessment.
15. To receive the recommendation from the Finance and General Purposes Committee on the 26 March 2018, in respect of the transference of funds from the General Reserves.

16. To receive the recommendation from the Finance and General Purposes Committee on the 26 March 2018, in respect of the implementation of the Dropbox facility.
 17. To receive the recommendation from the Finance and General Purposes Committee on the 26 March 2018, in respect of the General Data Protection Regulation documentation.
 18. To receive the recommendation from the Finance and General Purposes Committee on the 26 March 2018, in respect of the revised wording of HPC Financial Regulations – Staff Vacancies (para 8).
 19. To receive the recommendation from the Finance and General Purposes Committee on the 26 March 2018, in respect of the Play Inspection Policy.
 20. To note the next scheduled meeting of the Council being the 21 May 2018 - the Annual Meeting.
 21. **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).**
 22. To approve the Confidential Minutes of the Council Meeting held on the 12 March 2018.
 23. To receive the recommendation from the Staff Committee on the 26 March 2018, in respect of the probationary periods for two members of staff.
 24. To receive the recommendation from the Staff Committee on the 26 March 2018, in respect of the proposed changes to staff salaries for 2018/19.
 25. To receive an update from the Staff Committee on the 26 March 2018, in respect of the Chief Officer's Appraisal.
 26. To receive the recommendation from the Staff Committee on the 26 March 2018, in respect of the proposed changes to the Chief Officer's salary for 2018/19.
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