

Greatham Parish Council

Parish Council Meeting

Monday 4th December 2017 at 7.30pm – St John the Baptist Church Greatham

Dear Councillor,

You are hereby summoned to attend a meeting of Greatham Parish Council for the transaction of business set out below.

J Ives

Jane Ives, Clerk to the Council

28th November 2017

AGENDA

- 1. Chairman's Announcements** – To make any announcements to the Council and members of the public in attendance at the meeting.
- 2. Apologies for Absence** – To declare any apologies received from Councillors unable to attend the meeting.
- 3. Declarations of Interest** – Councillors 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.
- 4. Public Question Time** – To suspend standing orders for 15 minutes to allow members of the public to raise questions.
- 5. Approval of Minutes of the Parish Council Meeting on Monday 6th November 2017** – To review and approve the minutes of the Parish Council meeting, to make any amendments and sign them as true and accurate record of the meeting.
- 6. Matters arising from the minutes of the Parish Council Meeting on Monday 6th November 2017** - To discuss any matters arising from the minutes of the Parish Council meeting and identify whether any matters should be discussed at a future meeting.
- 7. Report of County Councillor** – To hear the report from Cllr Russell Oppenheimer and raise any concerns.
- 8. Report of District Councillor** – To hear the report from Cllr Keith Budden and raise any concerns.
- 9. Local Government Boundary Commission Draft Recommendations** – To agree a response to the recommendations.
- 10. Review of Action Log** – To review the log of actions from previous meetings for Councillors to provide updates.

For further information regarding the village please visit www.greatham-hants.org.uk

11. Reports from representatives of Organisations, Outside Bodies, Working Parties & Groups:

- a) **Playground** – Cllr Cheesman
- b) **Highways, Public Transport and Traffic** – Cllrs D Rudd & E Packett
- c) **Footpaths and Bridleway** – Cllr Packett & Mrs Booton
- d) **Tree Warden** – Anna Dale-Harris
- e) **Greatham Village Hall** – report to be supplied by GVH
- f) **Coryton Trust** – Cllrs Jerrard and C Rudd
- g) **Liss Greatham and Hawkey Friendship Fund** – Cllr Jerrard
- h) **HALC/EHAPTC** – Cllr C Rudd
- i) **Greatham Allotment Charity** – Cllr Jerrard
- j) **Community Forum** – Cllr Jerrard
- k) **Joint Meeting of SDNPA and HALC** – Cllr D Rudd
- l) **CTCG** – Cllr Jerrard
- m) **The Old Church** – Cllrs D Rudd, C Rudd & Whelan
- n) **Lengthsman Scheme** – The Clerk
- o) **Parish Communications** – Cllr Whelan
- p) **Speedwatch** – Cllr Packett

12. Parish Council Finances

- a) **Purchase of Printer** – To approve the cost of the printer purchased at £209.99.
- b) **Financial Report** - To present the current position of the Parish Council’s finances.
- c) **Budget** – To review the draft budget and make any adjustments.

13. Staffing Committee – To consider and agree Terms of Reference for a Staffing Committee and approve the addition of these to Council’s Standing Orders. To appoint 3 councillors to the Staffing Committee. To appoint a Chair of the Staffing Committee.

14. Publication of minutes – To consider and approve publishing draft council meeting minutes once approved by the Chair of the relevant committee/Chair of Council.
 Recommendation: The minutes will be published on the Council website until they are approved at the next meeting at which point the final approved minutes will be published.

15. Internal Auditor – Recommendation: To approve Eleanor Greene of Do The Numbers Ltd as the internal auditor for 2018/19.

16. Approval of Payments – To review and approve the following payments to be made to employees and suppliers for services provided to the Parish Council.

Payee	Purpose	Amount
St John the Baptist Church	Hall Hire for parish meetings	£91.00
Viking	Toner, paper, minute book, filing tray (inc. VAT of £7.38)	£44.29
Mrs J Ives	Expenses – printer and stamps	£224.51
Mrs J Ives (standing order)	Clerk’s salary 1 st November to 30 th November 2017	£476.67
	Total Payments	£836.47

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17. Report of Planning Chairman – to highlight any current issues.

18. Planning Applications – To discuss and agree responses to the pre-application & planning application that have been submitted to the South Downs National Park Authority:

Application	Address	Proposal / Designated Councillor	Consultation Expiry Date
SDNP/17/05612/FUL	Village Hall, Greatham	Installation of new French doors and repositioning of existing fire escape doors Cllr D Rudd	8 th December 2017

19. Date of next meeting – To remind councillors of the date of the next meeting of the Parish Council will be on Monday 8th January 2018. If there is a Planning Sub-Committee Meeting it will be held on Monday 18th December 2017.

20. Close of meeting