

HEATH & HOLMEWOOD PARISH COUNCIL

9th December 2011

To: The Chairman and Members of Heath & Holmewood Parish Council.

Dear Councillor

You are summoned to attend the meeting of Heath & Holmewood Parish Council to be held at 7.00pm on Wednesday, 14th December 2011, at the Pavilion, Heath Road, Holmewood, S42 5RB (Any apologies please telephone the Clerk on 01246 857261)

Yours sincerely,

Karen Howe

Clerk to the Council

Agenda

PART I – NON CONFIDENTIAL INFORMATION

1. To receive apologies for absence
2. **Variation of Order of Business**
3. Declarations of Members Interest.
Please note:-
 - a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting and must indicate the action to be taken (i.e to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration or determination of the item)
 - b) Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking.

The Declarations of Interests will be read out from the Declaration Sheet, Members will be asked to confirm that the record is correct.
4. Public Speaking (10 Minutes)
Please note:-
 - a) A period of note more than ten minutes will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) below. (If the item to which representations or comment were made by a Member is on the Agenda the Member must declare that interest again and withdraw from the meeting during consideration of the item)
 - (b) If the Police Liaison Officer, a County Councillor or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
 - (c) Members declaring a prejudicial interest who wish to make representations or give evidence under the Code of Conduct relating to Agenda items shall do at this stage.
5. To confirm the Non-Confidential Minutes of the Meeting held on 10th November 2011
6. To confirm the Non-Confidential Minutes of the Human Resources Committee held on 10th November 2011.

7. To confirm the Non-Confidential Minutes of the Finance meeting held on 7th December 2011.
8. **To determine which items if any from Part I of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-**
“That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.”
9. Chairman’s Announcements
10. Report of the Clerk including action taken from previous meetings.

Actions

- (a) Thank you letter received – Living hope project
- (b) 2012 Meeting dates set
- (c) All website, telephone, email and postal correspondence – all matters dealt with
- (d) Trust Security Systems – Annual service and maintenance carried out – nothing to report
- (e) Christmas Event – all arrangements in place – Feedback
- (f) First Aid Training – Clerk and Parish Caretaker now both qualified for emergency first aid at work for a 3-year period.
- (g) Grit Bin Update – a new grit bin is now in situ – Church Lane, Heath – telephone call of thanks received
- (j) Searston Avenue Update

Items for Discussion

- (a) Pavilion Alterations
- (b) Fixed wiring testing - Pavilion
- (c) Pavilion outside lighting
- (d) War Memorials (Cllr P Williams)
- (e) Annual awards
- (f) Co-option
- (g) Website campaign

Items for Information

- (a) Consultation on draft green space strategy

11. **Dalc**
 Circulars - 55/2011, 56/2011, 57/2011, 58/2011, 59/2011 & 60/2011
 (Already circulated)
12. Accounts
 (a) Report from RFO (already circulated)
 (b) Precept 12/13
13. Planning (schedule to be circulated at the meeting of any planning decisions)

PART II – CONFIDENTIAL INFORMATION

14. To move the following resolution – “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.