

Great and Little Hampden Parish Council
Memorial Hall, Memorial Road Great Hampden HP16 9RF

To Members of the Council: You are hereby summoned to attend a meeting of Great and Little Hampden Parish Council **Wednesday 24 May 2023 commencing at 6.00 pm.** The meeting will take place at the Memorial Hall.

Members of the public wishing to attend in person should read and comply with the notes attached to this notice.

To Members of the Public and Press: You are invited to attend the meeting aforementioned.

Nick Baxter

Nick Baxter - Clerk to the Council – 10 May 2023

AGENDA	Proposed Timings	Submitted by	Inputs
1. Formalities			
a) To NOTE any received apologies for absence and DECIDE whether to accept any such apologies	1 Min	All	Verbal
b) To RECEIVE declarations of interest in items on the agenda (<i>In accordance with the Local Code of Conduct to receive any declarations of disclosable pecuniary or non-pecuniary interests and to consider and grant any dispensation requests</i>)	1 Min	All	Verbal
c) Members of the Public and Press are invited to address the Council	10 Mins	Chair	Verbal
2. Minutes and matters arising			
a) To APPROVE the Minutes of the Meeting held on 4 April 2023	1 Min	Clerk	Prev circ
b) To DISCUSS matters arising from the Minutes of the Meeting 4 April 2023 that are not covered in the Minute Action Tracker	2 Min	Clerk	Prev circ
c) To REVIEW the Minute Action Tracker and to RECEIVE a report from the Clerk on matters not covered elsewhere in the agenda or Minute Action Tracker	10 Mins	Clerk	To follow
3. Finance			
a) To CONSIDER and APPROVE the financial pack and bank reconciliation	4 Mins	Clerk	To follow
b) To CONSIDER and APPROVE the regular monthly payments, payments made since the last meeting and payments to be made	4 Mins	Clerk	To follow
c) To CONSIDER and APPROVE annual direct debits for 2023-2024	2 Mins	Clerk	Clerk
d) To CONSIDER and APPROVE the annual internal report	4 Mins	Clerk	Clerk
e) To CONSIDER and APPROVE the AGAR	4 Mins	Clerk	Clerk
f) To CONSIDER and APPROVE the Public Rights notice	4 Mins	Clerk	Clerk
g) To CONSIDER and APPROVE the amended Asset Register	4 Mins	Clerk	Clerk
h) TO CONSIDER and APPROVE the updated CIL report	4 Mins	Clerk	Clerk
i)			
4. Reports			
a) To RECEIVE a crime report	1 Mins	Clerk	To follow
b) To RECEIVE reports from Councillors (not covered elsewhere)	2 Mins	All	Verbal
c) To RECEIVE a report from the Clerk on items (not covered elsewhere)	2 Mins	Clerk	Verbal
5. Planning			
a) To CONSIDER for response any planning applications since the previous meeting and RATIFY any decisions previously made via email	2 Mins	Clerk	Prev circ
b) To RECEIVE an update on any RECEIVED and/or DECIDED planning applications and appeals	2 Mins	Clerk	Verbal
6. Strategy			
a) Policies			
i. To CONSIDER and APPROVE annual insurance arrangements	2 Mins	Clerk	To follow
ii. POLICY REVIEW: Standing Orders	4 Mins	Clerk	To follow
iii. Allotments: CONSIDER and APPROVE ground works tender process	4 Mins	Clerk	Verbal
iv. Allotments: CONSIDER and APPROVE legal representation tender process	4 Mins	Clerk	Verbal
7. Correspondence			
a) To REVIEW items of correspondence received since the last meeting			
i. 'Renovated' bench	2 Mins	Clerk	To follow
8. Urgent items			
a) To NOTE any items to be added to the next agenda.	2 Mins	All	Verbal
9. Next meeting			
a) To AGREE the date of the next meeting (20 June 2023)	2 Mins	All	To follow

1 hr 26 Mins
