

LITTLETON AND HARESTOCK PARISH COUNCIL

Lisa Fielding (Parish Clerk)
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Parish Office
The Hall Way, Littleton
SO22 6QL

Dear Councillors,

You are summoned to attend the next meeting of the Parish Council, which will **be the Annual Parish Council Meeting**, on **Monday 12th October** via virtual conference call at 7 pm.

Joining Instructions

<https://us02web.zoom.us/j/81593994775?pwd=V09HYUNIWHFtd2RtREVWSW1OdGxrdz09>

Meeting ID: 815 9399 4775

Passcode: 498718

Members of the public are welcome to attend and should give notice to the clerk on littleton.harestockpc@btconnect.com or 01962 886507 by 12:30 pm on Monday 12th October.

Signed: Lisa Fielding – 7th October

2020

AGENDA

1. **Election of Chairman.**
2. **Election of Vice-Chairman.**
3. **Declaration of Acceptance of Office from Chairman and Vice-Chairman.**
4. **Apologies:** To receive apologies and approve reasons for absence.
5. **Disclosure of Interest:** To receive any disclosures of interest from Members in matters to be discussed.
6. **Public Participation.**
7. **Minutes of the meeting held on 14th September 2020.**
 - a. To approve and sign the minutes.
 - b. To review open actions and deal with any matters arising not on the agenda.
8. **County and District Councillor Reports**
To receive reports as follows:-
 - a. County Councillor's Report: Cllr Warwick.
 - b. District Councillors' Report.
9. **Committees, Working Groups and Parish Council Responsibilities.**
 - a. To approve the terms of reference and members of the Finance and General Purposes Committee.
 - b. To approve the terms of reference and members of the Estates Working Group.
 - c. To approve the terms of reference and members of the Climate Change Working Group.
 - d. To approve the terms of reference and members of the Communication Working Group.
 - e. To approve the Responsibilities Matrix.
10. **Policies and Other Documentation.**
 - a. To approve the Standing Orders.
 - b. To approve the Financial Regulations.
 - c. To approve the Delegation Schedule.
11. **External Reports**
To receive reports as follows:-
 - a. Police report.
 - b. King's Barton Forum

Note: Other regular reports to be covered in future meetings.

12. Planning

- a. New Applications – to agree the Parish Council response.
- b. Existing Application – to review decisions.
- c. Enforcements – to review enforcement matters.
- d. To consider how LHPC might respond to the planning agency for Enviromena Asset Management UK Limited regarding a proposed solar farm at Three Maids Hill.

13. Finance & Legal

- a. To endorse the latest payments list.
- b. To approve the transfer of funds to the Nationwide Building Society account.
- c. To approve the allocation of the returned WCC Covid-19 £10,000 Grant.
- d. To approve the Hampshire County Council licensing for the LHPC Speed Indicator Device.

14. Estates Working Group

- a. To receive the report from the chair of the Working Group.
- b. To approve the proposal for the renewal of the Grounds Maintenance Contract.
- c. To review the Playground schedule proposal.

15. Environment Working Group

- a. To receive the report from the lead of the Working Group.

16. Communications Working Group

- a. To receive the report from the lead of the Working Group.

17. Parish Council Reports - To receive reports from members as follows:-

- a. Emergency Planning (Groundwater report)
- b. Millennium Memorial Hall.
- c. Transport, Traffic and Civil Engineering.
- d. Environment (Resident's Issues).

18. Items for noting only, AOB or inclusion on next meeting's agenda.**19. Date of next meeting – 9th November 2020**