

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 on **Monday 12th April** via virtual conference call at 7 pm.

Joining Instructions

<https://us02web.zoom.us/j/9601775572?pwd=RFpKK2c3aXhFMUx4SUt6d09HbTNTdz09>

Meeting ID: 960 177 5572

Passcode: 2c9jiH

Members of the public are welcome to attend and should give notice to the clerk on clerk@lhpc.org.uk or 07785 393531 by 12:30 pm on Monday 12th April 2021.

Signed: *Lisa Fielding* – 7th April 2021.

AGENDA

1. **Apologies:** To receive apologies and approve reasons for absence.
2. **Disclosure of Interest:** To receive any disclosures of interest from Members in matters to be discussed.
3. **Public Participation.**
4. **County and District Councillor Reports.**

To receive reports as follows: -

 - a. County Councillor's Report: Cllr Warwick.
 - b. District Councillors' Reports.
5. **Minutes of previous Parish Council meetings.**
 - a. To approve and sign the minutes of the meeting held on 8th March 2021.
 - b. To review open actions and deal with any matters arising not on the agenda.
6. **External Reports.**

To receive reports as follows: -

 - a. Army/military report: Sir John Moore Barracks/Worthy Down.
 - b. Police report.
 - c. King's Barton Forum.
7. **Planning.**
 - a. New Applications – to agree the Parish Council response.
 - b. Existing Application – to review decisions.
 - c. Enforcements – to review enforcement matters.
8. **Finance.**
 - a. To endorse the latest payments list.
 - b. To approve payments of new invoices.
 - c. To review the draft accounts for 2020-2021.

- d. To approve the finalised budget for 2021-2022.
- e. To approve the regular payments schedule for 2021-2022.

9. To approve the following policies.

- a. LHPC Publication Scheme.
- b. LHPC Document Retention Policy.
- c. LHPC Complaints Policy.

10. Communications Working Group.

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

11. Climate Change Working Group.

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

12. Estates Working Group.

- a. To receive the report from the LHPC Chair (temporary lead councillor).
- b. To approve the Grounds Maintenance Contract for the period Apr 2021 to Mar 2023, and to authorise two councillors to sign the contract.
- c. To review use of the Recreation Ground due to lockdown easing.

13. Public Consultations.

- a. **Flowerdown Redevelopment.** To receive a report from the LHPC Chair.
- b. **WDLP 2038 Strategic Issues and Priorities Consultation.** To receive a report from the LHPC Chair.

14. Parish Council Reports.

To receive reports from members as follows: -

- a. Littleton Village Design Statement.
- b. Littleton & Harestock Show.
- c. Emergency Planning (Groundwater Report).
- d. Millennium Memorial Hall.
- e. Transport, Traffic and Civil Engineering.
- f. Environment (Resident's Issues).

15. Parish Council Roles & Responsibilities 2021-22. Review of councillors' roles and responsibilities in preparation for LHPC Annual Parish Assembly & Annual General Meeting.

16. Items for noting only, AOB or inclusion on next meeting's agenda.

17. Date of next meeting

- a. **Finance and General Purposes Committee Meeting** **27th April 2021**
- b. **Annual Parish Assembly** **29th April 2021**
- c. **Annual Parish Council meeting:** **4th May 2021.**