

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**, in the **Littleton Millennium Memorial Hall** on **Monday 9th May 2022 at approximately 7:45pm**. The Annual Parish Council Meeting follows directly after the Annual Parish Meeting which begins at 7pm.

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 9th May 2022.

Signed: *Lisa Fielding* – 4th May 2022

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 11th April 2022.**
 - a. To approve and sign the minutes.
 - b. To review open actions and deal with any matters arising not on the agenda.
8. **Committees, Working Groups and Parish Council Responsibilities.**
 - a. To approve the terms of reference for the LHPC Finance and General Purposes Committee.
 - b. To approve the LHPC Responsibilities Matrix.
9. **Policies and Other Documentation.**
 - a. To approve the LHPC Standing Orders.
 - b. To approve the LHPC Financial Regulations.
 - c. To approve the LHPC Delegation Schedule.
10. **Planning.**
 - a. New Application – to review decisions made under delegated responsibility.
 - b. New Applications – to agree the Parish Council response for applications not covered under delegated responsibility.
 - c. Existing Application – to review decisions.
 - d. Enforcements – to review enforcement matters.

11. Finance.

- a. To endorse the latest payments list.
- b. To approve payments of new invoices.
- c. To review financial decisions made under delegated responsibility.

12. Internal Audit and Annual Governance and Accountability Return

- a. To approve the Annual Accounts for 2021-2022.
- b. To receive the Internal Audit report
- c. To approve the Annual Governance Statement for 2021-2022
- d. To approve the Annual Accounting Statement for 2021-2022

13. To consider the Parish Council response to the following consultations:

- a. Hampshire County Council's New Local Transport Plan for Hampshire
- b. Government consultation on DIY waste disposal charges and booking systems at Household Waste Recycling Centres.

14. Items for noting only, AOB or inclusion on next meeting's agenda.**15. Date of next meeting – 13th June 2022 7pm. Henry Beaufort Media Suite, Harestock**