

LITTLETON AND HARESTOCK PARISH COUNCIL

Lisa Fielding (Parish Clerk)
Tel: 01962 886507
Email: clerk@lhpc.org.uk

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 held on **Tuesday 11th April 2023** in Littleton Millennium Memorial Hall at 7pm.

Members of the public are welcome to attend and should give notice to the clerk on clerk@lhpc.org.uk or 01962 886507 by 12:30pm Tuesday 11th April 2023.

Signed: *Lisa Fielding* – 4th April 2023.

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. **Minutes of previous Parish Council meetings.**
 - a. To approve and sign the minutes of the meeting held on 13th March 2023.
 - b. To review open actions and deal with any matters arising not on the agenda.
5. **County and District Councillor Reports.**

To receive reports as follows: -

 - a. County Councillor's Report: Cllr Warwick.
 - b. District Councillors' Reports.
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's 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 receive the minutes of the Finance and General Purposes Committee.
 - d. To approve the asset register.
 - e. To review the draft accounts for 2022-2023.

- f. To approve the finalised budget for 2023-2024.

9. Staffing Matters.

- a. To approve a proposal from the Finance and General Purposes Committee for the Clerk's pay scale for the 2023/2024 financial year.
- b. To set the hourly rate for a prospective new employee to clean council premises.

10. Climate Change Working Group (CCWG)

- a. To receive a report from the CCWG lead.

11. Estates Matters

- a. To receive an update on Playground improvements.
- b. To receive a report from the Estates Working Group lead.

12. Preparation for the Annual Parish Council Meeting and the Annual Parish Meeting.

- a. To note documents for review, prior to approval in the Annual Parish Council meeting.
- b. To review the organisation of the Annual Parish Meeting (Annual Assembly).

13. Parish Council Reports.

To receive reports from members as follows: -

- a. Littleton & Harestock Show.
- b. Littleton Village Design Statement.
- c. Sir John Moore Barracks Development.
- d. Flood Alleviation.
- e. Millennium Memorial Hall.
- f. Transport and Traffic.

14. Items for noting only, or inclusion on the next meeting's agenda.

15. Date of next meeting

- a. Finance and General Purposes Committee Meeting: 3rd May 2023, Sports Pavilion at 9:30 am
- b. Annual Parish Assembly 15th May 2023, 7 pm, Littleton Millennium Memorial Hall.
- c. Annual Parish Council meeting: 15th May 2023, 7:45 pm, Littleton Millennium Memorial Hall.