

Dear Councillor,

I write to inform you that a meeting of Hartshill Parish Council will be held on Tuesday 4th October at 6.30pm at Hartshill Community Centre.

You are requested to attend this meeting.

Yours Faithfully

Olwyn Hardy – Clerk to Hartshill Parish Council – 26th Sept. 22

	Agenda	Item	Action	Resolution
1	Welcome and apologies	To open meeting and record any apologies received	GR	
1.1	To accept any apologies received.	To consider any apologies received and record as accepted.	GR	
2	Procedural items	Please refer to the notes at the end of agenda	HPC	
3	Declarations of interest	Please refer to the notes at the end of agenda	GR	
4	Chairman's Announcement	Please refer to the notes at the end of agenda	GR	
5	Hartshill Parish Plan Project	To discuss Hartshill Parish Plan project	NM	
6	Report from Borough & County Councillors	To receive report from Borough & County Councillors.	MB	
6.1	Report from PCSO Jenkins	To receive report from PCSO Emily Jenkins	EJ	
7	Public Question Time	Strictly 15 minutes allocated to members of the public wishing to address the Council.	MOP	
8	Accounts for Payment	To approve payments to invoices received during September.	Clerk	
9	Financial Report	To receive an update on the Financial Status of the Council	Clerk	
10	Planning Applications	To consider any planning applications received by the Council	HPC	
11	Minutes of the Last Meeting	To approve the minutes of the last meeting 060922 and sign as a true record.	Chair	
12.	Correspondence	To receive any correspondence received for the month September,	HPC	
13.	Estate	To discuss matters relating to Snowhill Rec Ground, Hartshill Cemetery and Hartshill Community Centre. *Hand Dryers broken, quote to replace two hand dryers received at £260.00	HPC	
14.	Remembrance Sunday	To discuss volunteers to assist on Remembrance Sunday Road closures.	GR	
15.	Coleshill Road Parking	To discuss Coleshill Rd Parking.	BT	
16.	Village Sign	To make decision on where village sign should be placed.	HPC	
17	Funding Request	Funding application received from Hartshill Scouts.	HPC	
18	Items for next Agenda	To discuss items for next agenda.	HPC	
19.	Date and Time of next meeting	The next meeting will take place on November 1st at 6.30pm at Friends Meeting House.	HPC	

Notes:

1) Councillors are minded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person, or act to gain financial or other material benefits for yourself, your family, a friend, or close associate

2) Receipt of Declarations of Pecuniary Interest (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda

Notes on Declaration of Interest:

- (i) Any Councillor arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered;
- (ii) If a councillor has a prejudicial interest in a matter being discussed at the meeting they must declare this as soon as that interest becomes apparent to them. They should then leave the room, unless members of the public can make representations, give evidence, or answer questions about the matter, by statutory right or otherwise. They must immediately leave the room once they have finished or when the meeting decides that they have finished (if that is earlier). They cannot remain in the room to observe the vote on the matter.

3) Standing Orders provide a fixed timescale for each person to speak and for the matter to be formally referred to, or to be placed on the agenda of the next meeting, or to be responded to by the clerk, or to be noted, in order that there is no discussion at the meeting on a matter that has not been given prior notice of in the agenda. Members of the public wishing to speak should notify the Clerk in advance. If any Councillor receives notice from a member of the public that they wish to speak at a meeting, that Councillor should inform the Clerk prior to the meeting.

(A copy of the Council's Public Participation Scheme is available on request.)

4) In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media to report on the proceedings of a meeting of the Council or its Committees when they are open to the public. This does not extend to live verbal commentary.

Filming and photography will only be permitted from the area designated. No flash photography or additional lighting should be used without prior consent. Anyone wishing to report on the meeting should notify the Clerk or Chairman so that they can be afforded reasonable facilities. People under the age of 18 or other members of the public not wishing to be filmed or photographed should notify the Clerk or Chairman and should sit in the area designated for this purpose. Improper conduct or any disruptive behaviour could result in expulsion from the meeting.

(A copy of the Council's Media Policy is available on request.)