

REF: 051223

Hartshill Parish Council

Hartshill Community Centre, Church Road, Hartshill, Nuneaton, CV10 0LY

Telephone: 02476 397961

Email: hartshillparishcouncil@gmail.com

Dear Councillor,

I write to inform you that the Annual meeting of Hartshill Parish Council will be held on Tuesday 5th December 2023 at 6.30pm at Friends Meeting House, Castle Road, Hartshill

You are requested to attend this meeting.

Yours Faithfully

Olwyn Hardy – Clerk to Hartshill Parish Council – 28th November 2023

	Agenda	Item	Action
1	Welcome and apologies	To open meeting and record any apologies received	GR
2	To accept any apologies received.	To consider any apologies received and record as accepted.	GR
3	Procedural items	Please refer to the notes at the end of agenda	HPC
4	Declarations of interest	Please refer to the notes at the end of agenda	GR
5	Chairman's Announcement	Please refer to the notes at the end of agenda	GR
6	Report from Borough & County Councillors	To receive report from Borough & County Councillors.	MB
7	Report from Police & PCSO	To receive report from Police & PCSO	PC
8	Public Question Time	<u>Strictly</u> 15 minutes allocated to members of the public wishing to address the Council.	MOP
9	Accounts for Payment	To approve payments to invoices Received by the	Clerk
10	Financial Report	To receive an update on the Financial Status of the Council	Clerk
10.1	Budget Planning	To consider Budget proposal for Precept Setting in January.	
11	Planning Applications	To consider any planning applications received by the Council.	HPC
12	Minutes of the Last Meeting	To approve the minutes of the last meeting 071123 and sign as a true record.	Chair
13	Correspondence	To receive any correspondence received for the month November.	HPC
14	Estate	To discuss matters relating to Snowhill Rec Ground, Hartshill Cemetery and Hartshill Community Centre.	HPC
15	Severn Trent Water	To discuss Severn Trent Water.	HPC
16	Tarmac Planning Application	To receive an update on Tarmac Planning Application.	HPC
17	Items for Next Agenda	Items for decision only for next agenda (January 2023)	HPC
	Date and Time of next meeting	The next meeting will take place on January 9 th 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:

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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.)