

HARTLEBURY PARISH COUNCIL

Clerk to the Council -

Email: hartlebury.clerk@hotmail.co.uk

Website: www.hartlebury.org.uk

You are hereby summoned to attend an **Extraordinary Meeting “Virtual”** of Hartlebury Parish Council to be held on **Monday 20th April 2020 commencing at 7.00pm. This is an urgent meeting due to COVID -19 to ensure council functionality.**

AGENDA

Please note that photographing, recording, broadcasting or transmitting the proceedings of this meeting is permitted in compliance with the Openness of Local Government Bodies Regulations 2014. Those who attend should expect that they may be filmed, recorded, photographed or otherwise reported about. Members of the public who would like access to this meeting, please contact Councillor S Tranter, details of which can be found on our website.

1. Apologies.
To receive apologies and to approve reasons for absence.
2. Declarations of Interest.
Councillors are reminded:-
 - a) Of the need to update their register of Interests form.
 - b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
 - c) To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature. Councillors, who have declared a DPI or an ODI which falls within the terms of paragraphs 9 and 11 of the Code of Conduct, must leave “virtual “meeting room for the relevant items unless granted a dispensation.
3. Dispensations.
To consider any written requests from Parish Councillors. Written requests for the Council to grant a dispensation (as required via Localism Act 2011 s33) are to be emailed and not handed to the Clerk at start of the meeting.
4. Video Conferencing
 - a) To debate video conferencing.
5. County Councillor Peter Tomlinson’s Report.
6. District Councillor Stephen Bateman general update.
 - a) Update collection waste bins (dog bins)
7. To approve minutes of the meeting held 3rd March 2020
8. To approve minutes of the meeting held 6th April 2020
9. Review Councillor Membership vacant positions.
 - a) Business Liaison
 - b) Green Maintenance/Grass/Lengthsman/Parish Infrastructure

10. IT and Website.
 - a) To receive an update by champion Cllr S Tranter.
11. HPC COVID -19 Help Team.
 - a) To receive an update from champions Cllrs C Atkinson and K Humphrey .
- 12.. Fly Tipping.
 - a) Suggestions on how to reduce.
13. Play Ground.
 - a) To receive an update following the Rospa Inspection Report by champion Cllr S Howard.
14. CALC
 - a) Review the recommendations from CALC as emailed March 13th
15. Action Plan Report.
 - a) To consider an “Action Plan Report” going back to September 2019 to ensure tasks have been progressed.
16. Correspondence
 - a) To review correspondence from ex Chair sent to all Cllrs Monday 23rd March with regards the Monitoring Office.
 - b) Do the PC wish to formulate a reply.
17. Finance Meeting Wednesday 15th April
 - a) To receive an update from the Finance Chair.
 - b) To approve schedule of payments January, February and March. List as circulated.(Pages marked 1 and 5)
 - c) To consider cheque 102014 £1148.60 Worcestershire CALC.
18. Other Correspondence.
 - a) List as circulated.
19. Councillors Reports and Items for Future Agendas
20. Date of next meeting.

**Hartlebury Parish Council – Cllr L Cleaver Acting Clerk
Parish Council Membership, T Ingham (Chair), A Buck (Vice Chair) C Atkinson, S Bateman,
L Cleaver, S Howard, K Humphrey, C McKenzie-Rowan, L Meredith, S Tranter.**