

HARTLEBURY PARISH COUNCIL

Clerk to the Council: Mrs Jo Hyrons
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29 December 2010

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Dear Councillor

You are duly summoned to attend the next meeting of Hartlebury Parish Council to be held on Tuesday 4 January 2011 at 7pm in the Parish Hall Committee Room.

AGENDA

- 1 **Apologies:** To receive apologies and to approve reasons for absence
- 2 **Declarations of Interest:**
 - a: Register of Interests: Councillors are reminded of the need to update their register of interest.
 - b: To declare any Personal Interests in items on the agenda and their nature.
 - c: To declare any Prejudicial Interests in items on the agenda and their nature.
(Councillors with Prejudicial Interests must leave the room for the relevant item)

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Council / Chairman. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting: brief notes will be appended to the minutes as an aide memoire. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during this period.

- 3 **Minutes**
To consider the approval of the minutes of the meeting held on 7 December 2010
- 4 **Progress Reports** for information. Items raised for decision will appear on the agenda for the next meeting.
 - a Police Report
 - b Clerk's Progress Report
 - c County Councillor's Report
 - d Other Committee Reports
- 5 **Finance**
To consider payments to be made
- 6 **Wychavon Bursary**
To agree a nomination for the Wychavon Bursary recognising Community Service to the village.

7 Correspondence for Information

To note correspondence. This will be available for inspection at the meeting.
(Councillors are reminded that this is not an opportunity for debate or decision making.
Items requiring discussion will be put on the agenda for the next meeting.)

8 Councillors' Reports and Items for Future Agenda

(Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making).

Councillors requiring additional information about any agenda item should contact the Clerk prior to the meeting.

Yours sincerely

Jo Hyrons
Clerk to Hartlebury Parish Council

Dates for your Diary:

Mon 24 Jan – 7pm : Playing Fields Committee Meeting in the Parish Hall