

# HARTLEBURY PARISH COUNCIL

Clerk to the Council: Mrs Jo Hyrons  
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26 July 2011

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Dear Councillor

You are duly summoned to attend the next meeting of Hartlebury Parish Council to be held on Tuesday 2 August 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. 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 5 July 2011 (attached)

**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 (attached)
- c: County Councillor's Report
- d: Other Committee Reports

### **5. Finance**

To consider payments to be made

### **6. Donation to WAIL**

Further to advice from NALC Councillors are asked to confirm that, when voting on the issue of a donation for WAIL, they were satisfied that a donation would provide direct benefit to the area / inhabitants and that the benefit was commensurate with the expenditure incurred (as per the ruling for the use of Section 137 monies).

### **7. PCC – Grass cutting**

To discuss a request from the PCC for a contribution towards the cost of grass cutting at the parish churchyards.

### **8. Hartlebury Tennis Club**

To discuss a request for a contribution towards the cost of trimming the trees and tidying the vegetation.

### **9. Allotment Gate**

To decide whether to erect a gate and post / rail fence at the allotment site.

**10. 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.)

### **11. 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