

# **HARTLEBURY PARISH COUNCIL**

Clerk to the Council -

Email: [hartlebury.clerk@gmail.com](mailto:hartlebury.clerk@gmail.com)

Website: [www.hartlebury.org.uk](http://www.hartlebury.org.uk)

You are hereby summoned to attend the next meeting “Virtual” of Hartlebury Parish Council to be held on **Tuesday 5<sup>th</sup> May 2020 commencing at 7.00pm.**

## **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. Adjournment of Meeting to hear from :-
  - a) Questions from members of the public emailed into Cllr L Cleaver.
  - b) Questions from Members of the Public (a maximum of 15 minutes in accordance with Parish Council’s Standing Orders for members of the public to submit comments or raise questions regarding matters on the agenda or for future consideration.
  - c) County Councillor Peter Tomlinson’s Report- to be circulated.
  - d) District Councillor Stephen Bateman’s Report – to be circulated.
5. To approve Minutes of the Extraordinary Meeting held Monday 20<sup>th</sup> April 2020 as circulated.

6. Planning Issues- nothing at the time of issue.
7. To receive any comments with regards the minutes of the Finance Committee Meeting Monday 27<sup>th</sup> April- minutes already circulated. **To approve the recommendation's from the committee, agenda item 4- Allotments, agenda item 6 – The budget excel version, agenda item 7- The Financial Regulations.**
8. To adopt the Virtual Meeting Policy- to be circulated.
9. To review the Councillor Memberships as last issued 21<sup>st</sup> April 2020
10. SWDP Hartlebury Category 1 Settlement, new proposed allocation 59 homes
  - a) 7 new proposed homes off Inn Lane.
  - b) 52 new proposed homes off Southall Drive.
11. To Review HPC Health & Safety Policy & Risk Assessments – to be circulated..
12. Allotment update from Cllr C Atkinson. To consider approval of the new allotment Tenancy agreement. To be circulated.
13. Website Update from Cllrs S Tranter, S Howard & L Meredith..
14. Correspondence, list to be circulated.
15. CALC's Recommendations, Update by Cllr L Cleaver.
16. Councillors Reports and Items for Future Agendas
17. Date of next meeting.

**Hartlebury Parish Council –**  
**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.**