

Tel: 02393 092357 email: clerk@newlands-pc.gov.uk

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Date: 17 June 2022

Clerk to the Council: Karen Seear

You are summoned to attend the **FULL COUNCIL MEETING**
of NEWLANDS PARISH COUNCIL as detailed below:

Karen Seear
Clerk to the Council

TIME, DATE AND LOCATION	7.30 pm THURSDAY 17 JUNE 2022 NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, PO7 3BX
MEMBERS:	Cllrs Olivia Barneveld, Tony Berry, Caroline Brook, Adam Carden, David Crichton, Andrew Kirby, Jason Parry, Lewes Price and Mike Read.

- 1 Apologies: To receive any apologies for absence.
- 2 Minutes: To receive and agree the Minutes of the last Annual and Full Council Meeting held on 26 May 2022.
- 3 Public Participation
The meeting will recess for not more than 15 minutes so as to allow any members of the public to address the meeting.
- 4 County and District Councillors Reports
 - (a) Receive a report and any apologies from the County Councillor
 - (b) Receive a report and any apologies from the District Councillors.

Parish Matters:

- 5 Development and Adoptions: To receive any update on building progress and road adoptions. **To consider and agree any action.**
Community Plan: To receive any update. **To consider and agree any action.**
HBC Land: To receive a verbal update on Havant BC land in Wellington Park. **To consider and agree any action.**
- 6 Communications:
 - (a) Website: To receive an update on the Parish Website. **To consider action.**
 - (b) Correspondence: To receive any items of correspondence. **To consider action.**
- 7 Outside Bodies: To receive any updates from outside bodies, Southern Parishes, West of Waterlooville, Joint Planning Committee and/or WACA. **To consider any action.**

Financial Matters

- 8 Finance:
 - a) Orders for Payment: **To consider and approve the Orders for Payment** (List 02 previously circulated)
 - b) Bank Statement: To receive and agree the bank balances The Parish Council of Newlands (previously circulated) as at 31st May 2022. **To confirm the balances and for the Chairman to sign the statement.**
 - c) Accounts: To receive the Accounts for May 2022 (previously circulated). **To consider and determine any action.**
 - d) AGAR:
To agree the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2022
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2021/22.

- d) Warden Tool Kit items: To receive costings related to the purchase of a toolkit and toolbox for use by the Amenities Parish Warden. **To consider and determine action.**
- e) Audio Visual Equipment: It has been suggested to spend a budget of around £1000 on audio visual equipment for the Community Hall. Cllr Kirby had agreed to research various suitable projectors. He will bring his findings to Full Council for discussion. **To consider and determine action.**
- 9 Newlands Parish Council Policies Review: There are several policies which require review and checks are required to ensure all policies required are in place. **To consider and determine action.**
- 10 Flagpole: It had previously been determined to place a flagpole outside the community building. After discussion at the last Amenities Committee meeting it was decided to consider a removable flag pole which can be moved to the new district centre which is expected within the next 2 years and to ask Grainger for help with determining it's location and installation. **To consider and agree action.**
- 11 Council Insurance: The Parish Council's Insurance is due for renewal. The Clerk has made contact with the current insurers to determine whether the current level of insurance is still sufficient. To receive an update. **To consider and determine action.**
- 12 **Any other report which the Chairman deems urgent or for inclusion on the next agenda – NO DECISIONS can be made.**
- 13 **Exempt business**
To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personnel or confidential matters where publicity might be prejudicial to the special nature of the business.

There are matters of exempt business relating to employment of additional staff.