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Date: 5th May 2023

Clerk to the Council: Karen Seear

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

Karen Seear
Clerk to the Council

TIME, DATE AND LOCATION	7.30 pm THURSDAY 11 MAY 2023 NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, PO7 3BX
MEMBERS:	Cllrs Olivia Barneveld, Paulette Bennett, Tony Berry, Caroline Brook, Adam Carden, David Crichton, Andrew Kirby, Lewes Price and Mike Read.

Procedural

1 Election of Chairman

- (a) **Invite nominations and elect a Chairman of the Council for the ensuing municipal year 2023/24.**
- (b) **Receive the Declaration of Acceptance of Office by the Chairman**

2 Election of Vice-Chairman

Invite nominations and elect a Vice-Chairman of the Council for the ensuing municipal year 2023/24.

3 Structure and membership of Committees and Sub-Committees for the ensuing municipal year (2023/24)

- (a) **Confirm the Committee Structure (document previously circulated) or consider and determine any amendments.**
- (b) **Elect a Chairman for each Committee.**
- (c) **Agree the membership of the main committees and deputies.**

4 Appointment of Parish Councillors – other duties in 2023/24

- (a) **To re-appoint or confirm representatives to other organisations**
 - i. West of Waterlooville Forum (2)
 - ii. Hampshire Association of Local Councils (HALC)
 - iii. Southern Parishes of Winchester
 - iv. WACA Community Centre

5 Apologies: To receive any apologies for absence.

6 Minutes:

- i) To receive and agree the Minutes of the last Full Council Meeting held on 30 March and 14 April 2023.
- ii) To approve minutes to date from the Amenities, Highways and General Purposes and Finance and personnel committees.

7 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.

8 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:

9 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.

10 Communications:

- (a) Website: To receive an update on the Parish Website. **To consider any action.**
- (b) Correspondence: To receive correspondence from a resident concerning setting up a working party for conservation work within the parish. **To consider and determine action.**
- (c) Parish residents communications: To receive an update from Cllr Price regarding parish residents communications. **To consider and determine action.**

- 11 Outside Bodies: To receive any updates from outside bodies, Southern Parishes, West of Waterloo, Joint Planning Committee and/or WACA. **To consider any action.****

Financial Matters

12 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 30th April 2023. **To confirm the balances and for the Chairman to sign the statement.**
- c) Accounts: To receive the Accounts for April 2023 (previously circulated). **To consider and determine any action.**

13 Newlands Parish Council Policies Review:

- i) To review and check all policies required are in place. **To consider and determine action.**
- ii) To add the RFO's details to the council's Financial Regulations. **To consider and agree action.**

- 14 Community Hall: To receive an update to any items related to the community hall. **To determine and agree action.****

- 15 Any other report which the Chairman deems urgent or for inclusion on the next agenda – NO DECISIONS can be made.**

16 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.

To receive updates from a councillor.