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Date: 19th July 2024

Clerk to the Council: Karen Seear

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



Clerk to the Council

TIME, DATE AND LOCATION	7.30 pm THURSDAY 25th JULY 2024 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.

- 1 Apologies: To receive any apologies for absence.
- 2 Declarations of Interest: Arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.
- 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.
Members of the public may make representation during this period under the Public Bodies (Admission to meetings) Act 1960, and raise issues/comments of local concern, however, please note that the council cannot make any decisions on any matter raised which has not been included on the formal agenda for the meeting. Such items may be considered for a future meeting. A member of the public is defined as a person, other than Parish Council Councillors or officials.
- 4 Previous Minutes and Matters Arising: To approve the minutes from the last Full Council meeting held 30th May 2024. To agree and sign.
- 5 Outstanding Matters and Matters arising: To deal with any outstanding matters and matters arising.
- 6 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.
- 7 Parish Matters:
Development and Adoptions:
 - (a) To receive any update on building progress and road adoptions. **To consider and agree any action.**
 - (b) HBC Land: To receive a verbal update on Havant Borough Council land in Wellington Park. **To consider and agree any action.**
 - (c) Bi-monthly Grainger Meetings: To receive any update. **To consider any action.**
- 8 Communications:
 - (a) Website: To receive any update to the Parish Website. **To consider action.**
 - (b) Correspondence: To receive any items of correspondence. **To consider action.**

- Correspondence from resident in Wellington Park regarding a management company.
- 9 Outside Bodies: To receive any updates from outside bodies, Southern Parishes, West of Waterlooville, Joint Planning Committee and/or WACA. **To consider any action.**
- 10 Financial Matters:
- a) Orders for Payment: **To consider and approve the Orders for Payment** (List 06 previously circulated).
 - b) Bank Statements: To receive and agree the bank balances The Parish Council of Newlands (previously circulated) as at 30th June 2024. **To confirm the balances and for the Chairman to sign the statement.**
 - c) Accounts: To receive the Accounts for June 2024 (previously circulated). **To consider and determine any action.**
 - d) Local Government pensions Scheme discretions policy: Cllr Carden had looked at the document and suggested the requirements for the discretions policy, this had been discussed and agreed by the Finance and Personnel committee. **To consider and agree adoption of the discretions policy.**
- 11 Media and communications committee: To discuss matters and or actions relating to the committee. **To discuss and determine action.**
- 12 Amenities Storage/Office Facility: To receive any update. **To consider and agree any action.**
- 13 Community Plan Update: To receive any update regarding work on the community plan. **To discuss and agree any action.**
- 14 Newlands Community Group Update: To receive an update. **To agree any action.**
- 15 Events: To discuss any update to Parish Council events. **To discuss and consider action.**
- 16 Internet Access for community hall: To receive any update. **To consider action.**
- 17 **Any other report which the Chairman deems urgent or for inclusion on the next agenda – NO DECISIONS can be made.**
- 18 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 exempt matters relating to:
- Newlands Parish Council Grant spending and Personnel matters.

Public Participation at Parish Council Meetings:

Members of the public have a legal right to attend meetings of a parish council and its committees, except where they are excluded (by a resolution of the meeting) for specific items which need to be discussed in confidence, for example, staffing matters or tenders for contracts.

They have no legal right to speak at meetings of the council or its committees. However, as part of its community engagement the parish council will set aside time for public participation at meetings.

The Parish Council provides for public participation and it is not a good use of time for members of the public to complain about hedges, street lights, pot-holes and so forth during public participation. The best contact is the clerk about such issues on the principal authority. Participation is best used for issues where a decision will or could be made by the council, or for comments on items already on the agenda.

Principal authority councillors have no special rights at local council meetings, but it may be

courteous to set aside time for them to report on current issues.

It is undesirable to allow members of the public to speak throughout the meeting as this runs

the risk of confusing the roles of councillors, who participate in the meeting, and members of

the public who observe it. A specific time is set aside for public participation and standing

orders should say that the time will not exceed 10 minutes, with individual contributions being limited to 3 minutes. If there is a possibility that a large number of people will wish to

speak, the chairman could encourage people not to repeat comments made by earlier speakers, or even ask for a single representative to be appointed. Even a large number of people will run out of original things to say quite quickly.

It is up to the council when to allow public participation. A good place is near the start of the meeting immediately after declaration of interests, so that everyone is aware if a member has a prejudicial interest.

Comments made during public participation could be (very briefly) minuted; there is certainly

no need for a verbatim record. There is no need to minute the names of members of the public who speak but many councils do so (the names of councillors with a prejudicial interest speaking should however be recorded). Libellous, offensive and discriminatory comments should not be minuted as the council is liable for what is in its minutes even if someone else said it.

Neither councillors nor the clerk are under pressure to respond immediately to comments

made during public participation other than those which relate to items on the agenda. A comment could be referred to the clerk to write to, or meet the speaker, or could form the

basis for an agenda item at a future meeting. Members of the public do not have a right to

force items onto the council agenda but a good council will want to respond to public

concern in some way.

The public have a legal right to attend council and committee meetings but they don't have a right to disrupt them. Members of the public should not heckle or otherwise disrupt and should respect the rulings of the chair. The chairman of any meeting has an inherent right to exclude a disorderly person. The public have a legal right to be present so excluding one or more of them should be a last resort. Alternatively if there is serious disorder the chairman could adjourn the meeting for a short time to allow people to calm down. If the clerk or chairman knows that a meeting will be very contentious the police could be asked to attend.