

AGENDA – HAZLEMERE PARISH COUNCIL FULL COUNCIL MEETING**5 November 2019 20.00 Cedar Barn Barn Lane HP15 7BQ**

Notice is hereby given that the MEETING of Hazlemere Parish Council will be held at Cedar Barn, Barn Lane, Hazlemere HP15 7BQ on Tuesday 5 November 2019 at 20.00. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

This is a public meeting - members of the public and press are cordially invited to attend.

ITEM	CONTEXT	TIMING
1. Apologies for absence	To receive any apologies for absence from the Meeting and consider a policy for approval of Councillors' absence from meetings	20.00
2. Declarations of Interest	In accordance with Section 31 of the Localism Act 2011 members to declare any Disclosable Pecuniary Interests in items on this Agenda	20.01
3. Public Session	Members of the Public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the Agenda. Questions be submitted to the Clerk by 9am on Friday 1 November 2019 to enable an answer, where possible, to be provided at the meeting	20.02
4. Minutes of Full Council Meeting 1 October 2019	Members are asked to consider and approve the Full Council Minutes 1 October 2019	20.32
5. Minutes Planning Committee Meetings 1 and 14 October 2019	Members are asked to receive written minutes	20.40
6. Minutes Staff Committee Meetings 14 October 2019	Members are asked to receive written minute	20.42
7. a) Unpaid Expenditure Transactions b) Budget Report c) Review Hazlemere Parish Council 3 year Business Plan d) Annual Return e) Review of Risk Asset Register	Members are asked to receive the reports, make any necessary recommendations	20.46
8. October 2019 Correspondence	To receive the written report and make any recommendations	21.00
9. Quotations	To receive any report and make any recommendations	21.15
10. Grant/Donation Applications	To receive any requests and make recommendations	21.20
11. Report from/for Outside Bodies/Training Events	To receive any report and make any recommendations	21.25
12. Ongoing and Future Council Items	To receive any updates, reports and make recommendations	21.30

ITEM	CONTEXT	TIMING
13. Clerk's Report for October 2019	To receive the written report and make recommendations	21.40
14. Exclusion of the Press and Public	<p>In accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of these items due to the confidential nature of this item.</p> <p>It is proposed by the Chairman that the Public and Press be excluded from the remainder of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.</p> <p>Members are reminded that legal matters, contracts and staffing matters should be considered in this session.</p>	21.50
	<p>To receive written/verbal report from Members and make recommendations:</p> <p>a) Human Resources</p>	

Signed *A Banham*

Ali Banham
Clerk of the Council
29 October 2019