

Minstead Parish Council

Summons to all members of the Council:

You are hereby summoned to attend the Ordinary Meeting of Minstead Parish Council
To be held in the Surgery, Minstead Village Hall on **Monday 2 December 2013** commencing at **19.15**.

Signed



Parish Clerk

26.11.2013

AGENDA

Public Participation Period: This meeting will start early to allow an extended *period of 30 minutes for public participation that will include demonstration of the Minstead Village website currently under construction. Members of the public intending to address the meeting must have registered with the Clerk by close of business on the Friday preceding the meeting at the latest. This is to allow control of numbers in the meeting room so as not to exceed any regulations. Members of the public in attendance are entitled to remain for the meeting should they so wish, unless any item is declared confidential or exempt business. Members of the public may not participate in any of the business being considered except by invitation of the Chairman.*

- 1. Public Participation Period**
- 2. Apologies for Absence**
- 3. Declarations of Interests**
- 4. To confirm the Minutes of the Ordinary Meeting held on 4 November 2013**
- 5. Matters Arising [see lists]**
- 6. Items Ongoing [see Lists]**
- 7. Report from Police/Community Support Officer**
- 8. Reports from County and/or District Councillor**
- 9. Report from Lengthsman**
- 10. Report from Friday Surgeries**
- 11. Reports from Parish Representatives**
- 12. Planning [see Lists]**
- 13. Correspondence [see Lists]**
- 14. Finance [see Lists]**
- 15. Matters raised by Councillors**
- 16. Website for Minstead Village**
- 17. Footpath 5 - Drainage work**
- 18. Council Procedures – issues raised by Internal Auditor**
- 19. Review/update Council's *Standing Orders* and *Code of Conduct***
- 20. Date of next Ordinary meeting: Monday 6 January 2014 at 19.30**