



All Members of WHITEHILL TOWN COUNCIL are summoned to attend the Full Council Meeting of WHITEHILL TOWN COUNCIL due to be held on **Monday 17th June 2019** at **8.15pm** in THE COUNCIL CHAMBER, FOREST COMMUNITY CENTRE, PINEHILL ROAD, BORDON, HAMPSHIRE.

COUNCIL MEMBERS:

Cllr Ms. K. Anscomb	Chase	Cllr J. Brand	Hogmoor
Cllr J. Chandler	Chase	Cllr J. Fryer	Hogmoor
Cllr Ms. C. Clark	Chase	Cllr R. Russell	Hogmoor
Cllr Ms. O. Kennard	Chase	Cllr M. Steevens	Hogmoor
Cllr D. Sanders	Chase	Cllr Ms. T. Strickland	Hogmoor
Cllr J. Toovey	Chase	Cllr A. Dawson	Pinewood
Cllr A. Tree	Chase	Cllr L. Scott	Pinewood
		Cllr J. Strickland	Pinewood

The Council requires 5 voting Members to be quorate

(If any Member of the Council is unable to attend the meeting, please advise the office as soon as possible)

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meetings) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Town Council by resolution during the whole or part of the proceedings, due to the confidential nature of business to be discussed. The press and public may not speak when the council is in session but are invited to speak on agenda items when invited by the Chairman within agenda item entitled "Public Session". It would be helpful if you could notify the office in advance of the meeting of your wish to speak. Thank you.

Please know that all council meetings where decisions are made will include the opportunity for the public to contribute. Members of the public may also visit the council office, telephone or write to the office with any Town Council related questions, suggestions or concerns.

A G E N D A

Item		Page No
2.038	TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE	
2.039	<p>DECLARATIONS OF INTEREST</p> <p>Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business of the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.</p> <p>See Code of Conduct (available on website – publications page)</p>	

2.040	CHAIRMAN'S ANNOUNCEMENTS	
2.041	PUBLIC SESSION Members of the Public are invited to speak on matters relating to agenda items for the meeting to inform councillor discussions/decisions. 10 minutes set aside. FOR INFORMATION	
2.042	TO RECEIVE THE REPORT OF THE COUNTY COUNCILLOR If not available to attend the Executive Committee Meeting at 7.00pm FOR INFORMATION	
2.043	TO RECEIVE THE REPORT OF THE DISTRICT COUNCILLORS If not available to attend the Executive Committee Meeting at 7.00pm FOR INFORMATION	
2.044	CONFIRMATION OF MINUTES OF THE PREVIOUS FULL COUNCIL MEETING Minutes of the Meeting held on 13 TH May 2019, previously circulated. FOR APPROVAL	
2.045	ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2018/19 For consideration: a) Amendments to the Accounting Statements 2017 b) Annual Governance Statement 2018/19 including: I. Internal Auditor's and RFO's reports c) End of year Accounts 2018/19, including: I. Balance Sheet, Explanation of Variances & Fixed Asset Register Executive Committee meeting ref: 1.004: Recommendation to approve the Annual Governance Statement 2018/19 FOR DECISION Recommendation to approve the Accounting Statements 2018/19 FOR DECISION	5 - 13 14 - 19 20 - 33
2.046	BUDGET To discuss the 2019/20 budget. Executive Committee meeting ref: 1.005 and Meeting on June 17th 2019 Recommendation to: a) increase the frequency of rubbish bin collections at the Bordon Inclosure from three-weekly to fortnightly, and b) increase the Councillor Training (Budget code 4210) from £2,000, to £3,000. c) Adjustment to Grounds Maintenance budget for Tender Specification FOR DECISION	34 - 36
2.047	HIRE CHARGES FOR COUNCIL FACILITIES The Deputy Town Clerk to present details of Hire Charges for Council facilities for review and agreement, applicable from 1 st August 2019 to 31 st July 2020. FOR DECISION	37-41

2.048	<p>ALLOTMENT HIRE CHARGES To review and agree the allotment fees applicable from 1st October 2020 to 30th September 2021.</p> <p>FOR DECISION</p>	42
2.049	<p>FINANCIAL REGULATIONS</p> <p>Executive Committee meeting ref: 1.006</p> <p>Recommendation to approve the amended Financial Regulations</p> <p>FOR DECISION</p>	43-59
2.050	<p>STANDING ORDERS</p> <p>Executive Committee meeting re: 1.009</p> <p>Recommendation to approve the amended Standing Orders</p> <p>FOR DECISION</p>	60-88
2.051	<p>CODE OF CONDUCT</p> <p>Executive Committee meeting re: 1.010</p> <p>Recommendation to approve the amended Code of Conduct</p> <p>FOR DECISION</p>	89-93
2.052	<p>COUNCIL REPRESENTATIVES ON OUTSIDE BODIES – ADDITIONAL REPRESENTATIVE To agree the recommendation of the Executive Committee, discussed 17th June 19, in consideration of the proposed following appointment. This is a retrospective appointment for agreement:</p> <p style="padding-left: 40px;">a) Town Development and Associated issues – Cllr Tree, additional representative in coordination with the relevant ‘Outside Body Representative’, where applicable.</p> <p>FOR DECISION</p>	
2.053	<p>COUNCIL REPRESENTATIVES ON OUTSIDE BODIES – POLICY To agree the recommendation of the Executive Committee, discussed 17th June 2019, in consideration of the proposed “Council Representatives on outside Bodies Policy”, with associated form.</p> <p>FOR DECISION</p>	94-97
2.054	<p>COUNCIL REPRESENTATIVES ON OUTSIDE BODIES Councillors to update Council on meetings attended with outside bodies since 13th May 2019:</p> <p style="padding-left: 40px;">a) Barbados House Association – Cllr Kennard & Cllr Fryer b) Deadwater Valley Trust – Cllr Clark and Cllr T Strickland c) Whitehill & Bordon Community Association – Cllr Kennard d) Citizens Advice – Cllr Tree e) Whitehill Village Hall – Cllr Anscomb, Cllr Sanders & Cllr Scott f) Conde Link Twinning Association – Mayor & Deputy Mayor</p>	98

	<ul style="list-style-type: none"> g) Youth Representative – Cllr Kennard h) East Hants Association of Parish Councils – Leader & Deputy Leader i) Transport Representative – Cllr Russell j) Health Representatives – Cllr Brand & Cllr Kennard k) Whitehill & Bordon Town Partnership – Cllr Dawson l) Community Partnership Meeting – Cllr Dawson & Cllr J Strickland m) Xchange – Cllr Tree & Cllr Fryer n) Town Development and Associated issues – Cllr Tree, additional representative in coordination with the relevant ‘Outside Body Representative’, where applicable. o) Mayoral visits and Events <p>FOR INFORMATION</p>	
2.055	<p>APPROVAL OF PAYMENTS</p> <ul style="list-style-type: none"> a) To approve the schedule of payments presented to the Full Council on 15th April 2019. b) To approve the schedule of payments presented to the Planning & Highways Committee on 24th April 2019. c) To approve the schedule of payments presented to the cheque Signatories during an office visit on 26th April 2019. d) To approve the Schedule of Payments presented to the Annual Town Council Meeting 13th May 2019. <p>FOR APPROVAL</p>	<p>99</p> <p>100</p> <p>101</p> <p>102</p>
2.056	<p>CORRESPONDENCE As discussed at the Executive Committee of 17th June 2019</p>	<p>103-106</p>
2.057	<p>DATES OF NEXT MEETING</p> <p>The next Full Council meeting is to be held on Monday 9th September at 8.15pm, in the Council Chamber, Forest Community Centre, Pinehill Road, Bordon.</p>	

Enquiries to: - Whitehill Town Council, Council Offices, Forest Community Centre, Pinehill Road, Bordon, GU35 0BS Tel: 01420 473123 Fax: 01420 479475
Email: info@whitehilltowncouncil.gov.uk, website: www.whitehilltowncouncil.gov.uk

D. Melsome

David Melsome
Deputy Town Clerk

11th June 2019