



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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**YOU ARE HEREBY SUMMONED TO AN EXTRAORDINARY MEETING OF
THE FINANCE AND POLICY COMMITTEE AT 8.00PM IN THE LIPHOOK
MILLENIUM HALL, LIPHOOK ON MONDAY 11 JULY 2011**

**M CROUCHER
CHAIRMAN**

4 July 2011

AGENDA

- 1. CHAIRMAN'S ANNOUNCEMENTS**
- 2. APPOINTMENT OF A COUNCILLOR AS CLERK FOR THE MEETING**
- 3. APOLOGIES FOR ABSENCE**
- 4. MINUTES – EXTRAORDINARY MEETING 27 JUNE 2011**
- 5. MATTERS ARISING - EXTRAORDINARY MEETING 27 JUNE 2011**
- 6. DECLARATIONS OF INTEREST**

Members are reminded of their responsibility to declare the existence and nature of any personal or prejudicial interest which they may have in any item of business on the agenda no later than when that item is reached and, subject to certain provisions in the Local Authorities (Model Code of Conduct) Order 2007 No. 1159 to leave the meeting prior to discussion and voting on the item.

7. PUBLIC PARTICIPATION SESSION

Public Questions

Adjournment of the meeting for questions with respect to items not on the agenda, but relating to matters of finance and policy for which the Committee have responsibility.

Members/Public Participation (Code of Conduct, Paragraph 12 (2))

To hear from members of the Committee who have a prejudicial interest in business being transacted who exercise their right to make representations, answer questions, or give evidence. To allow members of the public to make representations, answer questions or give evidence relating to that business.

Public Participation

To allow members of the public to address the Committee about business on the agenda at the discretion of the Chairman.

8. ANNUAL RETURN AND ACCOUNTS WORKING PARTY

To receive a Report from the Chairman of the Working Party on progress towards achieving the Objective of the Working Party in accordance with its Terms of Reference..

9. HUMAN RESOURCES CAPABILITIES

In accordance with the Motion Passed at the last Finance and Policy meeting, (Minute 33/11) Cllrs Hope and Croucher to report on the identification of a suitably qualified person to improve the Human Resources capabilities available to the Committee.

The Motion

Following a verbal report and recommendation by Cllrs Croucher and Hope, the Finance and Policy Committee resolves to appoint the recommended person to improve the Human Resources capabilities available to the Committee.

Proposed by Cllr Croucher

10. MEETINGS – PARISH OFFICE STAFF

The Committee is to consider in general terms the Memorandum sent by the Parish Clerk to all Councillors, dated 29th June 2011 regarding procedures. for Councillors to meet with Parish Office Staff and to determine what action, if any, should be taken concerning this memorandum.

11. THE PROVISION OF DOCUMENTS TO THE FINANCE & POLICY COMMITTEE

To consider and decide what actions are to be taken with regard to the failure of the Council's solicitors to provide their Client (Bramshott and Liphook Parish Council), with the documents that have been requested either at all or in a timely manner, or to make the original files available for inspection.

12. PROCESS FOR REPLYING TO LETTERS RECEIVED FROM THOMPSONS, SOLICITORS

To consider and decide the steps to be taken by the F&P Committee to obtain advice from solicitors and/or a barrister on how the Council should respond to letters dated 13th May and 15th June 2011 from Thompsons Solicitors. There will be no discussion of the matters raised in these letters during this Agenda Item

13. EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: “This Committee resolves to exclude members of the public and the press during the consideration of the following items, as it is likely, in view of the nature of the business to be transacted, or the nature of the proceedings, that if members of the public were to be present during that item there would be disclosure of exempt information as specified in Paragraph 5 of Part 1 of Schedule 12A (as amended) to the Local Government Act 1972”.

Proposed by: The Chairman

Exempt Session Agenda – 11 July 2011

Legal Matters – Correspondence from Thompsons Solicitors
Contracts of Employment