



BURSLEDON PARISH COUNCIL

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To All members of the Council

Councillor M Penn (Chair)

Councillor S Holes (Vice-Chair)

Councillor V Figueira

Councillor M Garrett

Councillor K House

Councillor J O'Sullivan

Councillor J Rich

Councillor K Whitlock

02 December 2024

Dear Councillor

Following a request by the Chair you are hereby summoned to attend an extraordinary Full Council meeting of Bursledon Parish Council on:

Date: **Monday 9th December 2024** Time: **7.00 pm**

Place: Bursledon Community Library

Yours Sincerely

S Hannen

Sue Hannen

Parish Clerk

Bursledon Parish Council

Agenda Full Council

Monday 9th December 2024 at 7pm

1. Apologies for Absence

To receive and consider apologies for absence.

2. Declarations of Interest

To receive from members, in respect of any items included on the agenda for this meeting, disclosures of any personal or pecuniary interest in line with the Parish Councils Code of Conduct and gifts and hospitality in line with government legislation. District & County Councillors on the Council will make their comments and decisions based upon information available at the time of this meeting. The Council accepts that District & County Councillors may come to different decisions in the light or more information being made at District or County Council Planning Meetings.

3. Minutes of Previous Meetings.

To be deferred until clarification from the Monitoring Officer has been received on the numbers of Councillors required for a meeting to be quorate when Councillor vacancies exist.

4. Questions from the Public

The Chair will invite members of the public who have registered to speak or ask any questions on any Local Government matter, not included on the agenda. An answer will be provided, or a written reply will follow within ten working days.

The Chair will invite members of the public who have registered to speak, to indicate which item on the agenda they would like to speak.

5. Declaration of a vacancy

To receive notification of a Councillor vacancy due to Councillor Gill no longer being a member of the Council.

6. Chair's Report

To receive a report from the chair of the council.

7. Pavilion Project update

To receive an update report on the progress of the Long Lane Pavilion project and approve related actions.

8. Internal Auditors Report

To receive and note the report of the Internal Auditor.

To approve the recommended actions identified in the report.

9. Finance Reports

To receive and note the schedule of bank payments for 20 and 21 November 2024

10. Working Group Notes

To receive the notes and approve actions of the Finance Working Group.

- 20 November 2024

To receive the notes of the Planning and Highways Working Group.

- 13 November 2024

11. Councillor Vacancies and Absences

To discuss the impact of long-term Councillor absence on the function of the council.

To consider suspending or reducing the number of Planning and Highways working groups due to lack of Councillors.

12. To exclude the press and public and to consider exempt business

Under Section 1(2) of the Public Bodies (Admission to Meetings Act 1960) "that as publicity would be prejudicial to the public interest because of the Confidential nature of the business about to be transacted at Agenda Items 11 regarding the contractual sensitivity and personal nature it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting, and they are herewith instructed to withdraw."

13. Councillor Correspondence

To receive Councillor Gills resignation.

To receive a request from Councillor Rich for dispensation for non-attendance at future meetings for a period of time.

14. Close of the Meeting

Public Participation

Members of the public can participate in the meeting, however due to room capacity considerations, if the number of people attending exceed the occupation limit, the meeting will be adjourned to another room or date. To comply with Health & Safety requirements all people who are attending this meeting are asked to register their attendance at the meeting in the attendance register which will be available at the meeting.