



NEIL HITCH
Town Clerk

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The Town Hall
Heath Road
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26 January 2010

Dear Councillor,

I hereby summon you to attend a meeting of the Petersfield Town Council to be held at the Town Hall, Petersfield, on **1 February 2010 at 6.30 p.m.**

Yours sincerely,

Neil Hitch
Town Clerk

N.B. ANY MEMBERS WHO ARE UNABLE TO COME TO THE TOWN COUNCIL OFFICE TO READ CORRESPONDENCE MAY, UPON REQUEST TO THE TOWN CLERK, HAVE RELEVANT PAPERWORK COPIED AND SENT.

MEMBERS ARE REMINDED OF AN INFORMAL GATHERING AT 5.45 P.M. PRIOR TO COUNCIL WITH PEOPLE AND REPRESENTATIVES WHO WORK WITH GROUPS ASSISTING PEOPLE WITH DISABILITIES

A G E N D A

1. Town Mayor's Remarks
2. To receive apologies for absence.
3. To receive and record Declarations of Interest.
4. To approve as a correct record and authorise the signing of the minutes of the meeting of the Petersfield Town Council held on 4 January 2010.
5. To receive reports of the Planning Committee meetings held on 5 and 19 January 2010 (previously distributed).
6. Public Representation - Councillors to receive representation (including agenda items) from members of the public provided they (public) have given due notice of their intention to the Town Clerk no later than 10.30 am on the day of the meeting. The maximum time limit allowed per person is 3 minutes although this may be reduced if a large number of people express their wish to address councillors.
7. To receive the County Councillor's Report.
8. To receive the District Councillors' Report.
9. To receive the reports of the meetings of the following Committees and approve any recommendations contained therein:



- A. Grounds Committee – meeting held 14 January 2010 (previously distributed)
 - B. Public Halls Committee – meeting held 18 January 2010 (previously distributed)
 - C. Finance and General Purposes Committee – meeting held 21 January 2010 (previously distributed)
10. To receive the Town Clerk's Report.
 11. Representation on outside bodies:
 - A. To receive members' reports from representation on outside bodies (if any)
 - B. To receive Officers review of the representation on outside bodies list C 0475 January 2010 refers.
 12. To receive and approve Schedule of Payments made in December 2009 (previously distributed) and January 2010 (to be distributed).
 13. To receive and consider the recommendations of the Grants Panel, via Finance and General Purposes Committee, for the second tranche of grants for 2009/2010
 14. To receive and consider ballot paper for the vote for the South Downs National Park Authority Hampshire Parish Representative elections.
 15. To consider a contribution towards the funding of maintenance in High Meadow.

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16. Staff Matters – to receive the notes of the staff panel meeting held on 15 November 2009 (previously distributed).

~ End ~