



NEIL HITCH
Town Clerk

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*The Town Hall
Heath Road
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31 May 2011

Dear Councillor,

I hereby summon you to attend a meeting of the Petersfield Town Council to be held in the Council Chamber at the Town Hall, Petersfield, on Monday 6 June 2011 commencing at 6.30 p.m.

Yours sincerely,

Neil Hitch
Town Clerk

AGENDA

1. Town Mayor's remarks.
2. To receive and record apologies for absence.
3. To receive and record declarations of interests.
4. To approve as a correct record and authorise the signing of the minutes of the meeting of the Petersfield Town Council held on 16 May 2011 (previously distributed).
5. To receive reports of the Planning Committee meeting(s) held on 17 May 2011 (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 Councillors' 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 held 19 May 2011 (previously distributed)
 - b) Public Halls Committee held 23 May 2011 (previously distributed)
 - c) Finance and General Purposes Committee held 26 May 2011 (previously distributed)



10. To receive the Town Clerk's Report.
11. Representation on Outside Bodies - Cllr Vincent to give a report regarding Petersfield in Bloom.
12. To receive and approve schedule of payments for May 2011.
13. Finance:
 - a) To receive and approve the Internal Auditor's report for the year ending 31 March 2011
 - b) To receive and approve the Town Council Annual Accounts for the year ending 31 March 2011.
 - c) To approve the Accounting Statements and Annual Governance Statement for the Annual Return for the year ending 31 March 2011
 - d) To approve the Accounting Statements and Annual Governance Statement for the Annual Return for the year ending 31 March 2011.
14. To receive and consider the Sheet Community Governance Review - Consultation from East Hampshire District Council.

~ End ~

