

# HAMPTON LOVETT AND WESTWOOD PARISH COUNCIL

## NOTICE OF AN EXTRAORDINARY COUNCIL MEETING

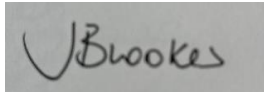
Councillors are summoned to an  
EXTRAORDINARY PARISH COUNCIL MEETING

To be held on  
Wednesday 7<sup>th</sup> August 2024  
at Hampton Lovett Village Hall  
at 7:00 pm

1. Chair's Welcome
2. APOLOGIES:
3. PUBLIC QUESTION TIME – Members of the public are invited to join the meeting and address the Parish Council on issues relating to the Agenda or any other matter. They may speak for 3 minutes. Comments will be recorded and included in Minutes of the meeting. Members of the public should not participate in the main meeting unless invited to do so by the Chairman.
4.
  - A) DECLARATIONS OF INTEREST – DPI's or ODI's
  - B) DISPENSATIONS – As previously agreed.
  - C) REQUESTS FOR NEW DISPENSATIONS
5. **HAMPTON LOVETT AND WESTWOOD MATTERS FOR DISCUSSION OR DECISION**
  - 5.1 Financial and Administrative Systems**
    - 5.1.1 Bank Review for transition to Online and BACS payments.
    - 5.1.2 Implementation of a new Accounting System.
    - 5.1.3 HMRC account authorisation for Clerk's salary.
  - 5.2 Digital Presence Enhancement**
    - 5.2.1 Approval for New.gov Websites and Emails for Clerk and Councillors.
  - 5.3. Equipment Approval for Clerk**
    - 5.3.1 Laptop for Clerk approval.
    - 5.3.2 Mobile for Clerk approval.
  - 5.4 Parish Rooms Review**
    - 5.4.1 Approval for New Locking System.
    - 5.4.2 Approval to remove Non- compliant Security Cameras in accordance with GDPR Regulations. .
    - 5.4.3 Formation of a Working Group to be considered to improve Parish Rooms' Viability.
  - 5.5 Utility and Connectivity Services for Parish Rooms.**
    - 5.5.1 Gas and Electricity Services Review.
    - 5.5.2 Broadband Services Review.
  - 5.6 Lengthsman Services Review.**
    - 5.6.1 Evaluation of Current Lengthsman Services.

6. Next Parish Council Meeting Wednesday 4<sup>th</sup> September 2024.

Signed:



Date: 23<sup>rd</sup> July 2024

J Brookes

Chair of Hampton Lovett and Westwood Parish Council

*Rachel Jefferies*  
*Clerk to the Parish Council*

Members of the Public are invited to join the Parish Council meeting at the Village Hall.