



Village Hall, Arford Road, Headley, Bordon, Hampshire, GU35 8LJ
Tel: (01428) 713132 - e-mail: clerk@headleypc.co.uk
www.headleyparish.com

4th November 2025

Dear Councillor

You are hereby summoned to attend a meeting of Full Council at the Village Hall, Arford Road, Headley on **Monday 10th November 2025 at 7.30pm.**

Yours sincerely

Rachel Audsley

Rachel Audsley
Clerk & Executive Officer

AGENDA

1. Apologies for absence

2. Public Participation

An open session for members of the public and Councillors to propose items for discussion on a future Agenda, raise questions* on Parish Council matters and to express their point of view on items for discussion on this Agenda**. Session limited to 15 minutes, 3 minutes per speaker.

3. Declaration of Interests

To receive declarations of disclosable pecuniary interests and other interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. Whether you can remain in the meeting and the extent to which you can participate depends on the type of interest you have.

4. Council Minutes

To confirm the minutes of the last meetings of Full Council held on 13th October 2025.

6. Committee Minutes

To receive the minutes of the Planning Committee held on 3rd November 2025.

7. Chairman's report

8. Hampshire County Council matters

- a. To receive the County Councillor's Report
- b. To note any Highways Orders for information

9. East Hampshire District Council

To receive the District Councillor's Report.

10. Council Representatives

- a. To receive any important reports from Council representatives

Headley Allotment Association	Lesley Coombes, Sue Bettin
Headley Village Hall	Sally Laker Lesley Coombes
EHAP & TC	Deborah Chamberlain Stephen Thair
HALC AGM	Anthony Williams
Headley Sports Association	Deborah Chamberlain Mark Dickens Lesley Coombes
River Wey Trust	Anthony Williams Neville Merritt
Policing	Mark Dickens Tony Williamson
Headley Twinning Association	Mark Dickens Deborah Chamberlain
Transport	Tony Williamson Sue Bettin
Parish Enhancement Group	Tony Williamson Neville Merritt Lesley Coombes Stephen Thair

11. Financial matters

- a. To receive and sign as approved bank reconciliations as at 30 September 2025 and accompanying Trial Balance
- b. To receive and approve the list of payments for October 2025
- c. To receive and approve the list of credit card payments for October 2025
- d. To receive and approve the list of receipts for October 2025
- e. To receive and approve income and expenditure to October 2025
- f. To receive and approve the list of payments and receipts for The Pavilion
- g. To consider the Finance & Policy Panel recommendations
- h. To note any payments made outside of meetings under the Scheme of Delegation.
- i. To note Internal Auditor report recommendations.
- j. To consider Grant Applications
- k. To note Neighbourhood CIL and consider allocation of funds.

12. Internal Council matters

- a. To consider and approve the Terms of Reference for The Parish Enhancement Group
- b. To consider and approve the Terms of Reference for The Finance and Policy Panel

- c. To review and agree HPC Communication Strategy
- d. To consider Remembrance Poppy decorations for next year.
- e. To consider current Christmas lights arrangements and consider extension on the Village Green.
- f. To note 2026 meeting dates.

13. Open Space & Sport

- a. To review the proposed increase in rent for the Allotments from January 2027.

14. New Playing Fields and Pavilion

- a. Update on variation budget tracker
- b. To note and approve latest Flint Construction Invoice
- c. To note and approve Working Party notes of 4th November 2025 and recommendations contained therein
- d. To note and consider site meeting notes of 14th October 2025 including Q&A on points Cllrs wish to raise
- e. Pavilion name consideration

15. Exclusion of Press and Public

To consider that the press and public be excluded from the remaining part of the meeting pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that discussions may involve the likely disclosure of exempt information as defined in the provisions of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

- a. To ratify final draft club agreements