



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

2nd December 2025

Dear Councillor

You are hereby summoned to attend a meeting of Full Council at the Village Hall, Arford Road, Headley on **Monday 8<sup>th</sup> December 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. Co-Option**

To receive and consider written applications for the office of Parish Councillor and to co-opt a candidate to fill the vacancy for the parish of Headley.

**5. Council Minutes**

To confirm the minutes of the last meetings of Full Council held on 10<sup>th</sup> November 2025

To confirm the minutes of the last meetings Confidential Full Council meeting held on 10<sup>th</sup> November 2025

**6. Committee Minutes:** To receive the minutes of the Planning Committee held on 1<sup>st</sup> December 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
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
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 31 October 2025 and accompanying Trial Balance
- b. To receive and approve the list of payments for November 2025
- c. To receive and approve the list of credit card payments for November 2025
- d. To receive and approve the list of receipts for November 2025
- e. To receive and approve income and expenditure to 30<sup>th</sup> November 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 VAT reclaim for Pavilion.
- j. To consider Grant Application
- k. To review and agree the Budget and the Precept request for 2025/26.

## 12. Internal Council matters

- a. To consider response to "Have your say on the future of local government across the Hampshire and Solent area" consultation due 11<sup>th</sup> January 2026.
- b. To consider response to Surrey Hills National Landscape (AONB) Boundary Variation Project due 14<sup>th</sup> January 2026.
- c. To agree quotation for HR advice.

**13. Open Space & Sport**

- a. To review and agree Parish Enhancement Group recommendations.
- b. To note grass maintenance needs for outfield and youth football field.

**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 2<sup>nd</sup> December 2025 and recommendations contained therein
- d. To note and consider site meeting notes of 14<sup>th</sup> November 2025 including Q&A on points Cllrs wish to raise
- e. To note acoustic ceiling panels
- f. To note S106 application submission
- g. Communication update
- h. To agree job advert/spec for Facilities Co-ordinator/Caretaker
- i. Club updates
- j. To note and agree next steps following cricket pitch assessment.