

SUMMONS issued under LGA 1972, Sch 12 para 10(2)(a)

ORDINARY MEETING OF THE PARISH COUNCIL

I hereby give notice to the Councillors that a meeting of Hurstbourne Tarrant Parish Council will be held at the Hurstbourne Tarrant Community Centre on Monday 17th November 2025 at 7.30 pm at which your attendance is required.

Members of the Press and Public are entitled to attend

Any questions for the Council can be emailed in advance to: clerk@hurstbournetarrant-pc.gov.uk

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST - to receive from councillors any declarations of interest relating to items on the agenda, requests for dispensations, in accordance with the Council's code of conduct.
3. MINUTES OF PREVIOUS MEETING - to approve and sign the minutes as a true record of the parish council meeting held on 20th October 2025.
4. ACTIONS ARISING from previous minutes (for information only)
5. PUBLIC PARTICIPATION - to receive any questions or petitions (for information only)
6. PLANNING - any planning matters arising including the following applications:

25/02331/FULLN|Erection of dwelling | Boundary Cottage Ibthorpe Road HBT

25/02639/TREEN* | T1 - Cherry - Fell, T2 - Horse Chestnut - Fell, T3 - Walnut - Crown reduce by 5m overall, T4 - Chestnut - Crown reduce by 3 to 4m overall, T5 - Sorbus - Crown raise lower branches to gain 3m clearance from ground | Lower Farm Church Street HBT

25/02462/FULLN | Single storey extensions and first floor extension, with associated works including steps | Herbsland House Stoke Road HBT

* In the case of Conservation Area notifications, the Local Planning Authority does not have the ability to refuse these works. In the event that there are justifiable reasons to oppose the proposals then the Council will have to make a Tree Preservation Order before the expiry of 6 weeks from when the notification was received.

7. COUNCILLORS' UPDATES
8. CLERK'S UPDATE & CORRESPONDENCE including
 - grant application from St Peter's Church for £1,260 towards churchyard mowing

HURSTBOURNE TARRANT PARISH COUNCIL

9. ALLOTMENTS

- annual review of the risk assessment
- review of tenancy agreement
- to agree rent increases to cover water rates

10. ANNUAL REVIEW OF COUNCIL POLICIES

- Standing Orders ; Financial Regulations ; Financial Risk Assessment ; FOI Publication Scheme ; Document Retention ; Code of Conduct ; Complaints Procedure ; Grant Awarding. To carry out the annual reviews and to accept any changes or updates as necessary.

11. PROJECT REGISTER – To discuss, prioritise and agree any capital projects that the Parish Council wishes to take forward into the 2026/27 budget planning

12. FINANCE including

- local government services pay agreement – to note the National Joint Council pay award for employees and relevant backpay
- payments made since the last meeting

13. DATE OF NEXT MEETING - the next meeting of the Parish Council is due to be held on 15th December 2025.

12th November 2025

Distribution: Cllrs: I Kitson ; M Thomas ; L Russell ; J Williams ; N Hedger ; J Bentley

Borough Cllr: P North : County Cllr: K North

Copies to: website: www.hurstbournetarrant-pc.gov.uk