

# HARPOLE PARISH COUNCIL



**Chairman** – Mr F Smethers

**Clerk** – Mrs S Willis

<http://www.harpole-pc.gov.uk>

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All members of the Council are summoned to attend the Meeting of Harpole Parish Council at Harpole Methodist Chapel, School Lane, Harpole on **Monday 10<sup>th</sup> November 2025 at 7pm** for the purpose of transacting the following business.

Members of the press and public are welcome to attend.

Signed:

*Sally Willis*

Clerk & Proper Officer to Harpole Parish Council

Date: 4<sup>th</sup> November 2025

## **AGENDA**

### **198/25 APOLOGIES FOR ABSENCE**

### **199/25 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare that interest and withdraw from the debate or the meeting as appropriate.

### **200/25 REPORTS FROM UNITARY COUNCILLORS**

To welcome the Unitary Councillor(s) to the meeting and provide an opportunity for them to update members and residents on matters of interest.

### **201/25 PUBLIC PARTICIPATION**

Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with contributions lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting.

### **202/25 COUNCIL MINUTES**

To receive and approve the minutes of Council Meeting dated Monday 13<sup>th</sup> October 2025

### **203/25 COMMITTEE MINUTES**

To receive the minutes of the Planning, Highways and Infrastructure Committee held on 27<sup>th</sup> October, Strategy, Finance and Policy Committee of 3<sup>rd</sup> November and Staffing Committee of 20<sup>th</sup> October

### **204/25 QUESTIONS FOR CHAIRMAN RELATING TO RECEIVED MINUTES**

### **205/25 STAFFING**

To consider and approve job description and person specification for parish administrator role and recruitment process

## **HARPOLE PARISH COUNCIL**

### **206/25 FINANCE**

- a) To receive budget to end of October
- b) To consider and approve recommendation from Planning, Highways and Infrastructure to increase allotment rents in 2027

### **207/25 BOWLS CLUB LEASE**

To consider and approve amendments requested by bowls club solicitor

### **208/25 PUBLIC SERVICE AWARD**

To consider and approve process and nomination for a public service award

### **209/25 ITEMS FOR NEXT AGENDA**

#### **DATE OF NEXT MEETING.**

**Next meeting is scheduled for Monday 12<sup>th</sup> January 2026 at 7pm**