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To:

Members of the General Purposes and Finance Committee
and remainder of the Council for information

AGGPF103

11 October 2005

Dear Sir/Madam,

A Meeting of the **General Purposes and Finance Committee will be held at The Grove, 25 St. John's Street, Hythe, on Monday next 17 October 2005, at 8.00 pm** when your attendance is requested.

Yours faithfully

Clerk to the Council

AGENDA

1. Apologies for absence.
2. To sign the minutes of the Meeting of the Committee held on the 19 September 2005.
3. To note any declaration of interest made by Members in connection with an Agenda item. The nature of the interest must be specified.
4. Public Participation Period.
5. Accounts for payment.
6. Review of Standing Orders and Financial Regulations.
7. Revital Hythe - update.
8. Flag Flying Protocol.
9. Speed Restriction Working Party – Minutes dated 30 September 2005.
10. Any other urgent business concerning the Committee.

HYTHE AND DIBDEN PARISH COUNCIL

GENERAL PURPOSE AND FINANCE COMMITTEE

AGENDA NOTES FOR 17 OCTOBER 2005

Item 6 Review of Standing Orders and Financial Regulations

It is a requirement of the Audit Regulations that Standing Orders and Financial Regulations are regularly reviewed. It was also suggested at the last Council meeting that order of business should be amended to allow questions to be asked of representatives on outside bodies. Set out below is a summary of changes

Standing Orders

Para. No. Proposed Change

- 1 Meeting time changed to 8.00 pm
- 3 The word "normally" added as it may be necessary at sometime to hold a meeting in August.
- 12.1 Incorrect paragraph number shown. Updated to correct number.
- 15 Amended to reflect changes to order of business to allow questions to representatives on outside bodies. Paragraphs renumbered.
- 17 Updated to reflect revised paragraph number.
- 53.3 Updated to take out reference to previous committee size.
- 60.1 Duplicate paragraph deleted.
- 60.2 Renumbered following deletion of 60.1
- 73 No changes to text but layout improved spaces added.
- 74.6 Duplicate word removed.
- 75.2 Capital letter added
- 75.3 No change to text space added

Financial Regulations

There are no changes recommended for the Financial Regulations other than a numbering error at paragraph 18.

Members are asked to consider the proposed changes and to amend, or add to the documents and to recommend Council the adoption of the agreed documents

Item 7 RevitalHythe Update

Slow but steady progress is being made on completing the Healthcheck Worksheets which will be the foundation for the 'Interest' Groups to work from. A draft form of what has been completed so far will be circulated before Christmas to allow people to assist in filling the 'gaps'. A 'new' launch of RevitalHythe is envisioned in early 2006 using the worksheet information; it is thought this will give a stronger foundation for people to want to get involved. (Other Hampshire Market Town Healthchecks have commented on how fast RevitalHythe progress has been!)

The first RevitalHythe Project, the 'New' Hampton Cinema got off to an extraordinary start by being a complete sell out for 'Ladies in Lavender'. The feedback, both verbal and written, was both positive and grateful!

HytheOnline.com is also proceeding well and hopefully should be 'polished' enough for a big launch in the New Year. Again feedback from people who have looked at it so far is very positive. There have been 3,957 hits to the site since it went online on in mid August, 1,970 being unique visitor, 1,220 being new visitors and 767 returning visitors.

Item 8 Flag Flying Protocol

Following the death of a CAB member of staff the Parish logo flag was flown at half mast as mark of respect. It has been suggested that in order to ensure consistency we should set a council policy on when and for whom we should fly the flag at half mast.

Members' views are requested.