



# Wickham and Knowle Parish Council

## General Purposes Committee

(Chair Cllr Sandy Phillips-Lee Members: Cllr Sheila Chambers, Cllr Kathryn Holladay, Cllr Nic Holladay, Cllr Craig Manuel, Cllr Loraine Rappé)

Dear Committee Members

I hereby give you notice that a meeting of the **General Purposes Committee** will be held at **Knowle Village Hall, PO17 5GR on Thursday 20<sup>th</sup> June 2024 at 8pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

*The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk, except where classified confidential.*

1. To elect a Vice-Chair for the Committee
2. To receive apologies for absence
3. To receive declarations of interest on agenda items
4. Public Session
5. To approve the minutes of the meeting held on 25<sup>th</sup> April 2024
6. To review the Committee's terms of reference and recommend adoption to Full Council
7. To receive an update from the Clerk on matters arising
8. To review the Parish Assembly and agree any changes for the 2025 event
9. To consider quotes for a replacement noticeboard in Mayles Lane, Knowle
10. To receive an update on the Knowle History Boards project
11. To consider the creation of a Wickham Emergency Plan
12. To update on the Community Engagement Officer drop-in sessions and anti-social behaviour in the Parish
13. To agree content for the next article to be submitted to Wickham Parish Magazine
14. Recent correspondence/ reports from meetings attended of relevance to this Committee

**Sophie Thorogood**  
**Clerk and RFO to Wickham and Knowle Parish Council**  
**clerk@wickhamparishcouncil.org**  
**16<sup>th</sup> June 2024**