

**AWBRIDGE PARISH COUNCIL**

**Minutes of the Annual meeting of the Council held in  
Awbridge Village Hall, Romsey Road SO51 0HG on  
Thursday, 19th May 2022 at 7.30pm**

**Present:**

Cllr Nick Adams-King (**NAK**)  
Cllr Peter Allen (**PA**)  
Cllr Grahame Jackson (Chair) (**GJ**)  
Kelly Seymour (Vice Chair) (**KS**)  
One member of the public

**Clerk:** Ian Milsom

**Apologies:**

Cllr David Coggon  
TVBC Cllr Gordon Bailey

1. **41/22 Election of Chairman**
  - a. **GJ** was elect Chairman for the forthcoming year 2022-23
  - b. **GJ** signed the Declaration of Acceptance of Office form.
2. **42/22 Election of Vice Chairman**  
**KS** was elect Vice-Chairman for the forthcoming year 2022-23
3. **43/22 Apologies for absence**  
As above.
4. **44/22 Declarations of interest**  
No declarations were made.
5. **45/22 Public observations/questions on agenda items**  
The member of the public present, also a member of the Awbridge Neighbourhood Development Plan Working Group, provided a progress update.  
  
**NAK** advised that the sum of £1000 is available from Test Valley Borough Council to assist with the creation of NDPs
6. **46/22 Minutes and Notes**
  - a. The draft minutes of the parish council meeting held on 7<sup>th</sup> April 2022 were proposed as an accurate record. **RESOLVED**
  - b. Information update on items from the 7<sup>th</sup> April 2022 meeting not on the agenda. **None.**
  - c. The draft minutes of the 37<sup>th</sup> Annual Parish Assembly held on 28<sup>th</sup> April 2022 were proposed as an accurate record. **RESOLVED**
  - d. Awbridge NDP working Group. Notes of meeting held on 9<sup>th</sup> May 2022 were noted.
7. **47/22 To Elect representatives to outside bodies**  
It was proposed that this be deferred to the June meeting of Council. **RESOLVED.**
8. **48/22 Maintenance contracts**  
It was noted that the following contracts are in place:
  - a. SLR Maintenance
  - b. Lengthsman

9. 49/22 **Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2022**
- a. The report from the internal auditor and the comments made were noted.
  - b. Section 1 (Annual Governance Statement 2021/2022) of the AGAR was **approved**.
  - c. Section 2 (Accounting Statements 2021/22) of the AGAR was **approved**.
10. 50/22 **Financial and Administrative**
- a. The Clerk was confirmed as the Responsible Finance Officer for the year 2022/2023
  - b. 'Do the Numbers' was confirmed as the internal auditor for the year 2022/2023
  - c. The bank reconciliation was approved and signed
  - d. All payments detailed at Appendix 2 were authorised.
  - e. It was agreed to change the Council's bankers from NATWEST to UNITY TRUST BANK.
  - f. Cllrs Jackson and Seymour, together with the clerk, were nominated as signatories to Council's accounts with UNITY TRUST BANK.
11. 51/22 **Planning**  
To consider planning applications notified to the Council and agree Council's response to each. **See Appendix 1.** For details of decisions made.
12. 52/22 **Queen's Platinum Jubilee Medals**
- a. It was confirmed that the final number of medals required is two-hundred-and- fifty (250)
  - b. 210 medals were passed to ADVA for distribution to Awbridge School and All Saints Church.
13. 53/22 **Work to Highways Land at Saunders Lane**  
The quotation from Abbey Turf, dated 29 April 2022 and the extent of the work on which this is based, was accepted.
14. 54/22 **Awbridge War Memorial**  
Carried forward to the June meeting of Council.
15. 55/22 **Lengthsman**  
To agree a monthly schedule of tasks for the period May 2022 – March 2023. Carried forward to the June meeting of Council.
16. 56/22 **To receive reports**  
No reports were presented.
17. **Future meetings**
- To note the date of the next meeting of the Full Parish Council as 30<sup>th</sup> June 2022, and to receive items for the agenda.

- A Council planning meeting is scheduled for 9<sup>th</sup> June 2022. This will go ahead only if there are applications to consider that cannot wait until the full council meeting on 30<sup>th</sup> June 2022.

**18 Closure of meeting**  
The meeting closed at 9.10pm

## Appendix 1

### Planning Applications

#### **2<sup>nd</sup> stage consultation on the Community Governance Review – Romsey Town Council.**

It was agreed that Council's response should be:

Further to its response submitted on 27 January 2022, APC wishes to add the following points:

- The New Awbridge Parish Boundary should be behind the properties situated on the south side of Old Salisbury Lane and not the lane itself, bringing these properties within Awbridge parish.
- The expanded Awbridge parish should not be warded, and there should be no addition to the number of councillors, which currently stands at seven.
- It is suggested that any assets of Romsey Extra PC be apportioned to the remaining councils based upon populations.

22/01185/CLPS. Appletree Cottage, Stanbridge Lane. Application for certificate of lawfulness for proposed roof works to garage, and replacement of steel garage door with double doors. **No objection.**

## Appendix 2

### Payments for authorisation

<b>Amount</b>	<b>Payee</b>	<b>Reason</b>
£266.00	All Saints Church	Transfer of grant from TVBC paid to Awbridge PC in error
£120.99	McAfee	Renewal of two-year device protection
£66.00	IONOS Ltd	Annual website hosting fee
£12.58	Frederick Tucker	Refund of cost of flags purchased for Parish Council
£27.21	I. Milsom	Refund of cost of consumable for Annual Parish Assembly
£507.45	I. Milsom	Refund of cost of purchase of Jubilee medals
£80.06	S. Nightingale	SLR maintenance April 2022
£300	Tbc	Musical entertainment for Queen's Platinum Jubilee event
£500	Tbc	Consultant fee for NDP support
£400	Awbridge Village Hall	Grant towards purchase and installation of dishwasher at Village Hall
£479.37	Came and Company	Annual Insurance cover 2022-23