



Minutes of the Annual Meeting of the Council  
held at Itchen Abbas and Avington Village Hall  
on Thursday 11<sup>th</sup> May 2023 at 7.00pm.

Members Attending:

Cllr Andrews, Cllr Appleby (Chairman), Cllr Beresford, Cllr Jeffes (joined at 7.03pm), Cllr Langford, Cllr Moffat, Cllr Percy, Cllr Riley, Cllr Rosewell, Cllr Wolfe

In Attendance:

Richard Doughty -Clerk

1. Receive any apologies for absence.

Cllr Gordon-Smith, Cllr Isaacs, Cllr Porter, Cllr Power

2. To Elect a Chairman for the year 2023/24 and receive Acceptance of Office.

Name of Chairman: Cllr Patrick Appleby

Proposed by Cllr Langford

Seconded by Cllr Riley

All councillors were in favour of Cllr Appleby. Cllr Appleby accepted the Office of Chairman and signed the Acceptance of Office.

3. To Coopt Councillors for the year 2023/24

It was confirmed that seven Councillors had been elected and that three vacancies existed. It was confirmed that those elected constituted a quorum.

The Council agreed not to give public notice of the vacancies and to exercise the power of co-option. The Council agreed to co-opt Cllrs Andrews, Beresford, and Moffat.

Proposed by Cllr Appleby

Seconded by Cllr Langford

Six Councillors were in favour. Cllr Riley was not.



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4. To Elect a Vice Chairman for the year 2023/24 and receive Acceptance of Office.  
Name of Vice-Chair: Cllr Paul Moffatt  
Proposed by Cllr Appleby  
Seconded by Cllr Langford  
All councillors were in favour of Cllr Moffatt. Cllr Moffatt accepted the Office of Vice-Chairman and signed the Acceptance of Office.
  
5. To receive Declarations of Acceptance of Office and Disclosures of Pecuniary Interests, and Gifts & Hospitality from all Councillors for year 2023/24.  
Declarations of Acceptance of Office and Disclosures of Interest were delivered to the Council by nine Councillors.  
Cllr Riley failed to deliver her Declaration of Office to the Council and under Section 83(4) of the Local Government Act 1972 her office thereupon became vacant.
  
6. To Elect Committees and Representatives to Working Groups, Portfolios and Outside Bodies
  - i. Category A: Parish Council Committees
    - a) Finance Committee  
Cllr Andrews  
Cllr Appleby  
Cllr Beresford  
Cllr Jeffes  
Cllr Langford  
Cllr Moffat  
Cllr Rosewell
  
    - b) Planning Committee  
Cllr Langford  
Cllr Appleby  
Cllr Beresford  
Cllr Moffat  
Cllr Rosewell



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c) Environment Working Group

Cllr Percy

Cllr Appleby

Cllr Langford

Cllr Wolfe

d) Rights of Way Working Group

Cllr Rosewell

Cllr Appleby

Cllr Jeffes

Cllr Langford

Cllr Moffat

ii. Category B: Parish Council Portfolios

a) Open spaces

Cllr Beresford agreed to be Open Spaces Portfolio Holder.

b) Transport

Cllr Wolfe agreed to be Transport Portfolio Holder.

c) Website

Cllr Wolfe agreed to be the Website Portfolio Holder.

d) Highways

Cllrs Appleby and Wolfe agreed to be joint Highways Portfolio Holders.

e) Law and Order

Cllr Appleby agreed to be Law & Order Portfolio Holder.



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iii. Category C: Parish Council Representative on outside bodies

- a) Hampshire Association of Local Councils  
Cllr Appleby agreed to be the representative.
- b) Winchester District Association of Parish Councils  
Cllr Appleby agreed to be the representative.
- c) McPherson Easton School Trust  
Cllr Beresford agreed to be the representative.
- d) King George V Memorial Playing Field Trust  
All Councillors are Trustees.
- e) Upper Itchen Initiative  
Cllr Jeffes agreed to be the representative.
- f) Easton Village Hall  
Cllr Percy agreed to be the representative.
- g) Itchen Abbas & Avington Village Hall  
Cllr Langford agreed to be the representative.
- h) Martyr Worthy Village Hall  
Cllr Moffat agreed to be the representative.

7. Public Participation & Declarations of Interest

None

8. To Approve the [Minutes of the Full Council Meeting held on 30th March 2023](#) and consider any matters arising.

The Minutes of the Full Council Meeting held on 30th March 2023 were approved by all as a correct record and were signed by the Chairman. There were no matters arising.



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9. Note City and County Councillor Reports and accept any questions.

No reports to note.

10. Adopt [Standing Orders](#)

Proposed by Cllr Appleby

Seconded by Cllr Langford

All present agreed to adopt Standing Orders

11. Adopt [Financial Regulations](#)

Proposed by Cllr Andrews

Seconded by Cllr Appleby

All present agreed to adopt the Financial Regulations

12. Adopt [Grievance Policy](#)

Proposed by Cllr Andrews

Seconded by Cllr Jeffes

All present agreed to adopt the Grievance Policy

13. Adopt [Disciplinary Policy](#)

Proposed by Cllr Wolfe

Seconded by Cllr Percy

All present agreed to adopt the Disciplinary Policy

14. Adopt [FOI Policy](#)

Proposed by Cllr Moffat

Seconded by Cllr Jeffes

All present agreed to adopt the FOI Policy

15. Adopt [FOI Publication Scheme](#)

Proposed by Cllr Moffat

Seconded by Cllr Jeffes

All present agreed to adopt the FOI Publication Scheme



16. To confirm the remaining Calendar for 2023

The Council agreed the remaining Calendar for 2023 subject to consideration of potential changes to the calendar for Standing Committees.

17. Financial Matters

- i. The Draft Minutes of the Finance and General Purposes Committee Meeting of 20th April 2023 were noted.
- ii. The Bills to Pay list was approved and signed.
- iii. The Council noted the Annual Governance & Accountability Return timetable.
- iv. The Internal Audit Meeting to be held on 12th June 2023 was noted.

18. Planning Matters

- i. Note the Draft Minutes of the Planning Committee Meeting of the 21<sup>st</sup> April 2022.
- ii. Planning Applications for discussion received by 3<sup>rd</sup> May 2023:

a. **Case No:** [23/00777/HOU](#)

**Location:** 1 New Farm Cottages Northington Road Itchen Abbas Winchester Hampshire SO21 1BY

**Proposal:** Two storey rear extension

**Comment by:** 16<sup>th</sup> May 2023

*No Comment*

b. **Case No:** [SDNP/23/01742/HOUS](#)

**Location:** Appletree Cottage Avington Park Lane Easton Hampshire SO21 1EF

**Proposal:** Proposed two storey side extension

**Comment by:** 22<sup>nd</sup> May 2023

*No Comment*

c. **Case No:** [SDNP/23/01713/TPO](#)

**Location:** Avington Park Avington Road Avington Hampshire SO21 1DB

**Proposal:** G1 and G2 Ash - Remove 2x groups of semi-mature bank grown trees with excessive lean (exceeding 15?) toward building road/bridge and utilities in varying stages of Ash Die-back



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**Comment by:** 22<sup>nd</sup> May 2023

*No Comment*

19. Environment Working Group

Cllr Percy briefed the Council on the Green Homes Fair. It was agreed that the Council would print flyers to advertise the event.

20. Rights of Way Working Group

Cllr Rosewell's report was discussed and noted. Cllr Jeffes confirmed that the ride on mower was very good and that he was pleased with how productive it is. It was agreed that a kissing gate on Footpath 30 needed attention.

21. Portfolio Holders Reports:

i. Highways

a) M3 J9

It was confirmed that the Parish Clerk is to attend and speak at the M3 J9 Open Forum.

b) Cart & Horses

It was noted that Hampshire County Council had established a webpage regarding improvements to the junction.

c) The Council discussed the concerning situation regarding potholes and flooding on the roads.

ii. Transport

The schedule and financing of the 67 Bus Service was discussed.

iii. Village Halls

Nothing to report.

iv. Website

Nothing to report.



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v. Open Spaces

The Council discussed concerns regarding fly tipping, benches at play areas and the need for additional dog waste bins.

22. Correspondence Received for April

23. Items for Consideration at next meeting

24. Date and Time of next meeting: 14<sup>th</sup> June 2023 at 7.00pm at Itchen Abbas & Avington Village Hall.

The meeting was closed at 9.03pm