Ashmansworth Parish Council
Minutes of Meeting held on 23 June 2026
Ashmansworth Village Hall, 7:30pm

Chairman: Cllr Bays

Present: Cllr Black, Cllr Walsh, Cllr Freeman

Clerk: Amy White

1. **Apologies**
   Cllr Harris sent her apologies.

2. **Declarations of interest**
   None.

3. **To agree the Minutes of the Annual Meeting held on 11 May 2026**
   The Minutes of the Meetings held on 11 May 2026 were agreed as a true record and duly signed by the Chairman.

4. **Actions/Updates from Annual Meetings of 11 May 2026**
   Action: Clerk to continue to work with Cllr Black on the disabled loo project for the village hall- not actioned but Cllr Black now has three quotes pending for disabled access for the front door of the village hall. Once received the Clerk will apply for a borough councillor grant.
   Action: Clerk and Cllr Black to apply for a grant once Cllr Black has separated out the tasks required for the village hall- as above.
   Action: Clerk to add approved policies to the AshyPC website- Actioned
   Action: Clerk to action the change of emails and domain to HugoFox- Actioned

5. **Update from County and Borough Councillors (if present)**
   No one was present.

6. **Financial Matters:**

   - **To acknowledge payments and note receipts**

Income and Payments since 11 May 2026

INVOICE DATE	PAID	DETAIL	INCOME	EXPENSE
12-May-26	12-May-26	HugoFox invoice 27173		£ 9.99
12-May-26	12-May-26	HugoFox invoice 27173		£ 2.00
30-Apr-26	20-May-26	Red76 invoice 18633		£ 10.00

30-Apr-26	20-May-26	Red76 invoice 18633		£ 2.00
31-May-26	31-May-26	Bank charge		£ 7.00
22-May-26	9-Jun-26	Ionos invoice 203054922794		£ 14.50
22-May-26	9-Jun-26	Ionos invoice 203054922794		£ 2.90
15-Jun-26	12-Jun-26	HugoFox Email 28378		£ 17.49
15-Jun-26	12-Jun-26	HugoFox Email 28378		£ 3.50
15-Jun-26	12-Jun-26	HugoFox invoice 28381		£ 9.99
15-Jun-26	12-Jun-26	HugoFox invoice 28381		£ 2.00
30-May-26	19-Jun-26	Red76 invoice 18960		£ 10.00
30-May-26	19-Jun-26	Red76 invoice 18960		£ 2.00
			Total:	**£ 93.37**

Payments to be made

INVOICE DATE	PAID	DETAIL	INCOME	EXPENSE
15-May-26		Zurich insurance		£ 304.00
29-May-26		AD Clark invoice 977		£ 171.50
3-Jun-26		Internal Audit by DoTheNumbers Ltd		£ 160.00
22-Jun-26		Ionos invoice 203055551829		£ 14.50
22-Jun-26		Ionos invoice 203055551829		£ 2.90
24-Jun-26		HMRC Month 3		£ 41.20
24-Jun-26		June Salary		£ 169.92
30-Jun-26		Bank charge		£ 7.00
		Total:		**£ 871.02**

Bank Balance as at 31 May 2026: £4311.34

- Internal Audit report- recommendations and response
  - Recommendation of a Model Statement- this will be actioned by the Clerk and brought to the next meeting for approval.
  - Risk Assessment and Code of Conduct not approved in 25/26- this will be amended for 26/27.
  - General reserve too low: This will be reviewed at budget-setting time.
  - Assertion 10: Council has made further improvements e.g. new .gov.uk email addresses, and will carry out a data audit in 26/27.

- Dates set for exercise of public rights: the dates set for inspection of financial records has been set, and advertised as 09 June to 20 July 2026 inclusive.

7. **Policies: Councillor Code of Conduct, Cyber security, Data Protection, Document Retention and Disposal**
   Policies were sent to the council in advance and approved at the meeting.
   Action: Clerk to add policies to website.

8. **Planning applications received since previous meeting**
   Full responses can be found on the Basingstoke and Deane Planning Portal:

26/01182/HSE Hughbourne House Church Lane (application received after the agenda was sent out): Parish Council response: No objection.

9. **Footpaths**
   Recent Lengthsman visit: The Lengthsman cut back FP5 and part way along bridlepath 21. The next visit is scheduled for August.

10. **Highways**
    There are numerous potholes but they have been identified for repair (white markings on the road); there is no date yet.

11. **Date of next meeting**
    Monday 07 September 2026.

Actions from 23 June 2026 Meeting

- **Action**: Clerk to continue to work with Cllr Black on the disabled loo project for the village hall.
- **Action**: Clerk and Cllr Black to apply for a grant once Cllr Black has separated out the tasks required for the village hall.
- **Action**: Clerk to add policies to website.
- **Action**: Clerk to create model statement and formal data audit.