

Melchet Park & Plaitford Parish Council

Minutes of AGM held at Plaitford Village Hall on 20th May 2024

Present

K Curtis (Chairman)
N Curtis

S Bowles
AW Porter

PJ Cross
CS Stacey

26/24 Election of Chairman

Cllr Stacey proposed and Cllr Porter seconded that Cllr K Curtis should be elected as Chairman: this was resolved. Cllr K Curtis signed his Acceptance of Office which was witnessed by the Proper Officer (Clerk).

27/24 Apologies

Apologies were received from Cllrs G Bailey (TVBC) and N Adams-King (TVBC, HCC)

28/24 Election of Vice-chairman

Cllr K Curtis proposed and Cllr Cross seconded that Cllr Stacey should be elected as Vice-chairman: this was resolved.

29/24 Election of Councillor with Special Responsibility for Staffing

Cllr N Curtis proposed and Cllr Porter seconded that Cllr Cross should have Special Responsibility for Staffing: this was resolved.

30/24 The minutes of the 15th April 2024 meeting were agreed and signed.

31/24 Interests

No interests were declared.

32/24 Matters Arising

- a) The decision regarding the domain name was deferred since another software supplier was in the process of becoming a domain name host.
- b) No progress has been reported regarding the footpath off Botley's Bridge: the Clerk was asked to chase this.

33/24 Planning Applications

- a) Bowers Farm, Pound Lane** (TVBC ref: 24/00944/PDQS) – the Clerk was instructed to explore the possibility of obtaining legal protection for the hedge and to cc the Environmental Officer at HCC who appeared not to have considered the proposed destruction of part of the hedge.
- b) The Cottage, Sherfield English Lane** (TVBC ref: 24/01112/FULLS) – Based on information available at the meeting it was agreed that the response should be “No objection”.

34/24 Members' Reports

Cllr Porter observed that the over-hanging hedge on the west side of Sherfield English Lane had not been dealt with. The Clerk was instructed to contact HCC, reminding them that this matter had been raised last autumn.

35/24 Consultations

Awbridge Neighbourhood Development Plan – it was agreed that no comment was required.

36/24 Finance

a) End -of-year 2023-24

- i. Cllr Bowles proposed and Cllr Cross seconded that the end-of year Accounts (2023-24) should be approved: this was resolved.

b) Current Year 2024-25

- i. The Budget Control Report was received.
- ii. Income of: £1900.00 from TVBC (precept) and £69.19 from HMRC (VAT refund) were noted.
- iii. D/D to HMRC of £82.40 (PAYE paid 15 April 2024) was noted.
- iv. BACS payments of £50.00 to MJ Martin (internal audit) and £329.70 to J Wright (Clerk's salary) were approved for payment.

c) AGAR 2023-2024

- i. Cllr Cross proposed and Cllr Stacey seconded that the Certificate of Exemption should be signed: this was resolved.
- ii. The Annual Internal Auditor's Report was noted.
- iii. After consideration of each item on the Annual Governance Statement Cllr N Curtis proposed and Cllr Porter seconded that all items could be marked as satisfactory and the Statement should be signed by the Chairman and the Clerk: this was resolved.
- iv. After considering the Accounting Statement it was proposed by Cllr K Curtis and seconded by Cllr Bowles that the Statement should be signed as correct: this was resolved.
- v. The explanations for the year-on-year variances were noted.
- vi. Cllr Porter proposed and Cllr Stacey seconded that the date for the Notice of Public Rights shall commence on 3rd June 2024: this was resolved.

Meeting closed at 9.00pm

Date of Next Meeting

22nd July 2024 at 7.30pm in Plaitford Village Hall