

**Minutes from the Meeting
held on Thursday 4th June at 19:00
at The War Memorial Hall, Abbots Ann.**

COUNCIL MEMBERS

	In Attendance	Apologies	Absent
Councillor Jordan		√	
Councillor Howard	√		
Councillor Heather	√		
Councillor Wallis	√		
Councillor Mitchell (left at 19:45)	√		
Councillor Stratford (from item 260605)	√	-	-
Vacancy	-	-	-

Also, IN ATTENDANCE:

Amanda Owen – Clerk, Borough Councillors Hasselmann, County Councillor Drew, John Barlow – Abbots Ann Community Land Trust.

260601	<p>To receive Chairman’s opening remarks. In the absence of Councillor Jordan, Councillor Howard chaired the meeting. Councillor Howard welcomed everyone to the meeting and advised that the meeting is recorded.</p>
260602	<p>To receive and accept apologies for absence. Apologies were RECEIVED and ACCEPTED from Councillor Jordan and NOTED from Borough Councillor Flood.</p>
260603	<p>To receive declarations of disclosable pecuniary interests relating to items on this agenda. No declarations of pecuniary interest were received.</p>
260604	<p>To approve the minutes of the Parish Council Meeting held on Thursday 7th May and the minutes of the extraordinary council meeting held on Wednesday 13th May. The minutes of the meeting held on Thursday 7th May and the minutes of the extraordinary meeting held on Wednesday 13th May were signed as a correct record of the meeting. Proposed by Councillor Howard, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>
260605	<p>To agree the co-option of Henry Stratford. It was AGREED to co-opt Henry Stratford as Councillor to Abbots Ann Parish Council. Proposed by Councillor Howard, seconded by Councillor Mitchell. All members voted unanimously to accept this resolution.</p>
260606	<p>To receive updates already published and any further updates provided. Reports can be found at APPENDIX A. Councillor Heather provided an update with regards to the following:</p> <ul style="list-style-type: none"> - Third round of trimming paths started this week. - Disappointed to see the section of Cattle Lane that didn’t require work was completed, but the part that needed repairing wasn’t repaired. - Hampshire County Council are attending on 10th June to unblock drains to reduce future flooding. <p>Councillor Wallis provided the following update:</p> <ul style="list-style-type: none"> - Now goal posts being delivered next week. - Gates have dropped at Magic Meadow which the Clerk has reported to Sovereign Play Safety. <p>Councillor Mitchell provided updates with regards to:</p> <ul style="list-style-type: none"> - Prostate Awareness day taking place on 26th September. Notice will be placed in local Parish magazines and noticeboards. Tim Tayler and George Bacon (Monxton) will be involved. - An ‘I Can Move More’ workshop will be run by Liz Murray on Saturday 13th June between 10:00 and 12:00. <p>Councillor Howard ran through the action list.</p> <p>Councillor Hasselmann provided an overview of her report.</p> <ul style="list-style-type: none"> - Cherry trees, arriving December / January. Must be professionally planted, advise being sought. <p>Borough Councillor Drew provided an overview of his report.</p>

260607	<p>To receive an update from Abbots Ann Community Land Trust. John Barlow from Abbots Ann Community Land Trust provided the following update: “We have been in close consultation with Metis over designs, layout etc. Flyers are about to be sent out to residents inviting them to the on-line consultation which will run from 15th to 29th June. In addition there will be an in-person exhibition in the village hall from 4.45pm until 7.30pm on Thursday 18th June. I believe that Ward and Parish Councillors will be invited to arrive 30 minutes earlier than the wider community to enable a more in depth discussion to take place if that is desired.”</p>																																																																								
260608	<p>To agree to remain part of the Lengthsman scheme provided by Hampshire County Council and to sign the cluster agreement. It was AGREED to remain part of the Lengthsman scheme and the cluster agreement was signed. Proposed by Councillor Heather, seconded by Councillor Wallis. All members voted unanimously to accept this resolution.</p>																																																																								
260609	<p>To agree the War Memorial Hall hire cost of £20.00 for the Prostate Screening Programme in September 2026. It was AGREED to spend up to £160.00 for War Memorial Hall hire on 26th September towards to Prostate Screening Programme. Proposed by Councillor Howard, seconded by Councillor Heather. All members voted unanimously to accept this resolution.</p>																																																																								
260610	<p>To note the receipt and findings within the RoSPA Play Area report. The receipt of the annual ROSPA report and its findings were NOTED.</p>																																																																								
260611	<p>To note the internal Auditors report and accept recommendations therein. The Internal Auditor report was NOTED and can be found at APPENDIX B.</p>																																																																								
260612	<p>To complete Section 1 of the AGAR. Section 1 of the AGAR was COMPLETED and SIGNED.</p>																																																																								
260613	<p>To complete Section 2 of the AGAR. Section 2 of the AGAR was COMPLETED and SIGNED.</p>																																																																								
260614	<p>To note the dates of exercise of Public Rights for audit. The dates of the exercise of public rights for audit were NOTED as Thursday 11th June to Wednesday 22nd July.</p>																																																																								
260615	<p>To note the current financial situation and the reconciliation of the bank balance. The current financial situation and the reconciliation of the bank balance were NOTED with the bank balance at 31st May 2026 being £68,697.59. The bank reconciliations can be found at APPENDIX C.</p>																																																																								
260616	<p>To approve payment requests. The payments as listed in the table below were APPROVED for payment. Proposed by Councillor Howard, seconded by Councillor Wallis. This motion was passed on a vote of 3 FOR and 1 ABSTENTION.</p> <table border="1" data-bbox="240 1464 1347 2002"> <thead> <tr> <th colspan="4">June 2026 Payment Requests</th> </tr> <tr> <th>TO</th> <th>FOR</th> <th>INVOICE NO</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Salary - Back Pay</td> <td>May</td> <td>£130.38</td> </tr> <tr> <td>Staff</td> <td>Salary</td> <td>June</td> <td>£1,329.48</td> </tr> <tr> <td>Staff</td> <td>Expenses</td> <td>May</td> <td>£50.70</td> </tr> <tr> <td>Lloyds</td> <td>Bank Charge</td> <td></td> <td>£4.25</td> </tr> <tr> <td>Scandor</td> <td>Grounds Maintenance</td> <td>Inv 21550</td> <td>£886.78</td> </tr> <tr> <td>Councillor Heather</td> <td>Footpath Expenses</td> <td></td> <td>£30.00</td> </tr> <tr> <td>Abbots Ann War Memorial Hall</td> <td>Insurance Contribution</td> <td></td> <td>£200.00</td> </tr> <tr> <td>Janet Wright</td> <td>Environment Agency Plaque</td> <td></td> <td>£44.00</td> </tr> <tr> <td>RoSPA Play Safety</td> <td>Annual Playground Inspection</td> <td>Inv 97376</td> <td>£109.20</td> </tr> <tr> <td>Viking</td> <td>Stationery</td> <td>Inv 4410727715</td> <td>£71.33</td> </tr> <tr> <td>Hampshire County Council</td> <td>The Green - Annual Rent (May 2026 - May 2027)</td> <td>Inv 3910046710</td> <td>£1.00</td> </tr> <tr> <td>X-Net</td> <td>Email accounts June 2026 - June 2027</td> <td>Inv_34589</td> <td>£120.00</td> </tr> <tr> <td>PMF Products</td> <td>Bulbery Football Goals</td> <td>Ref 81796</td> <td>£2,441.00</td> </tr> <tr> <td>Do The Numbers</td> <td>Internal Audit</td> <td>Inv 12/2013</td> <td>£275.00</td> </tr> <tr> <td>EDF</td> <td>Pavilion Electricity</td> <td>KI-CC1F4FE6-0007</td> <td>£26.42</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£5,719.54</td> </tr> </tbody> </table>	June 2026 Payment Requests				TO	FOR	INVOICE NO	AMOUNT	Staff	Salary - Back Pay	May	£130.38	Staff	Salary	June	£1,329.48	Staff	Expenses	May	£50.70	Lloyds	Bank Charge		£4.25	Scandor	Grounds Maintenance	Inv 21550	£886.78	Councillor Heather	Footpath Expenses		£30.00	Abbots Ann War Memorial Hall	Insurance Contribution		£200.00	Janet Wright	Environment Agency Plaque		£44.00	RoSPA Play Safety	Annual Playground Inspection	Inv 97376	£109.20	Viking	Stationery	Inv 4410727715	£71.33	Hampshire County Council	The Green - Annual Rent (May 2026 - May 2027)	Inv 3910046710	£1.00	X-Net	Email accounts June 2026 - June 2027	Inv_34589	£120.00	PMF Products	Bulbery Football Goals	Ref 81796	£2,441.00	Do The Numbers	Internal Audit	Inv 12/2013	£275.00	EDF	Pavilion Electricity	KI-CC1F4FE6-0007	£26.42				£5,719.54
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260617	<p>To consider the following planning application:</p>																																																																								
260617.01	<p>26/00553/FULLN Removal of chimney, erection of balcony, installation of solar panels and alterations to fenestration.</p>																																																																								

	<p>Awanhee, Cattle Lane, Abbots Ann, Andover, Hampshire SP11 7DT. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Howard, seconded by Councillor Wallis. All members voted unanimously to accept this resolution.</p>
260617.02	<p>26/01092/FULLN Render brickwork to match existing rendered garden wall. Chalk House, Dunkirt Lane, Abbots Ann, Andover. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Wallis, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>
260617.03	<p>26/01093/LBWN Render brickwork to match existing rendered garden wall. Chalk House, Dunkirt Lane, Abbots Ann, Andover. The Parish Council had NO OBJECTION to this application. Proposed by Councillor Wallis, seconded by Councillor Howard. All members voted unanimously to accept this resolution.</p>
260618	<p>To confirm the date of the next meeting as Thursday 2nd July. The date of next meeting was agree as Thursday 2nd July.</p>

There being no other business, the meeting closed at 20:23.

APPENDIX A
Borough Councillor Report

Cllr Maureen Flood and Cllr Susanne Hasselmann June 2026

Next TVAPTC meeting

The next meeting of the Test Valley Association of Parish and Town Councils is being held on Thursday 11 June at Stockbridge Town Hall.

All parish and town councillors and clerks are welcome to attend from 6pm for coffee and cake, with a 6.15pm start.

There will also be an update on Local Government Reorganisation from Andy Ferrier, Chief Executive at Test Valley Borough Council, including what this means for parish and town councils.

The agenda also includes consideration of the Association's Statement of Accounts for 2025/26 and an open session for parish and town councils to share challenges, opportunities and ideas for working together.

Forthcoming meetings include the Annual Conference on 19 September 2026 and a further meeting on 19 November 2026.

Tails Exploring Trails trial and New Pond at Bury Hill meadows

Following our call-out in April the 'Tails Exploring Trails' trial took place at Bury Hill Meadows. The TVBC team talked to around 50 visitors in one morning and discussed topics such as site management, the wildlife, and the dog walking community. There were also some lovely comments and positive feedback about the site.

As a result of this successful pilot Gemma (Reserve Officer, South Sites) and Lucy (Animal Welfare Assistant) will be hosting more pop ups at TVBC's most popular dog walking locations over the coming months to continue visitor engagement work on TVBC's nature reserves.

On 13 May 2026, the Anton River Conservation Association (TARCA) volunteers teamed up with TVBC staff at Bury Hill, helping to line the new pond. This lining will help maintain a more permanent water level in the pond, and hopefully, encourage some wildlife to move in.

The task involved moving and then mixing four bulk bags of clay with water to create a thick paste, which was then layered onto the pond to form a watertight seal. This lining will help maintain a more permanent water level in the pond.



Andover theatre project update

Test Valley Borough Council has identified Morgan Sindall Construction as the preferred contractor to deliver Andover's new theatre, subject to a contract standstill period.

The appointment will move the project into its pre-construction phase after 1 June 2026. During this stage, plans will be finalised, costs confirmed and risks managed, with no visible activity on site.

The new theatre will include a 400+ seat auditorium, flexible performance space, studios and community rooms, along with café, bar and outdoor areas.

Construction is expected to begin later this year, with completion in 2028. The existing Lights theatre will continue to operate until the new venue opens.

The project forms part of the wider Andover masterplan and is supported by £18.3 million of government funding to help regenerate the town centre and support local businesses.



Small businesses, big ideas as Young Traders markets return to Andover

Young people with creative ideas and a passion for business are invited to get involved as the popular Young Traders markets return to Andover for a second year.

Following the success of last year's events, Test Valley Borough Council is bringing back two markets in 2026, giving young entrepreneurs the chance to showcase their ideas and sell their products in the heart of the town.

This year's Young Traders markets will take place on Sunday 12 July on Andover High Street and Sunday 6 December in the Chantry Centre. They are open to anyone aged 11 to 25 and give young people the chance to sell their handmade products in a real market environment. Traders can offer a wide range of products, from handmade crafts and artwork to clothing, jewellery and unique gifts.

It is free to apply and trade, making this an accessible opportunity for young people to gain real-life experience, build confidence and see how their ideas connect with customers.

The July market will be an extension of the popular Second Sundays market, adding to the lively, open-air atmosphere on the high street, while the festive December edition in the Chantry Centre will offer a seasonal showcase of local talent and gift ideas.

Applications are now open, and young traders are encouraged to get involved early to secure their place.

To find out more about this free opportunity and to apply, please visit: <https://testvalley.gov.uk/communityandleisure/markets/andover-young-trader-market-2026>



Cllr Susanne Hasselmann, cldrshasselmann@testvalley.gov.uk Cllr Maureen Flood, cldrmaureenflood@testvalley.gov.uk

Useful contacts:

Michelle Penn, Community Engagement Officer, Anna Ward, mpenn@testvalley.gov.uk

Update from Hampshire County Council – May 2026



Councillor “honoured” as new Test Valley Mayor elected

A new Mayor has been elected to represent Test Valley for the coming year.

At the Annual Council meeting on Wednesday 13 May, Councillor Linda Lashbrook, ward member for Charlton and the Pentons, was chosen as the borough’s new Mayor. She replaces the outgoing Mayor, Cllr Gordon Bailey.

During her tenure, the Mayor will be supported by her consort, Cllr Philip Lashbrook, who previously served as Mayor during the 2023-24 civic year. During that time Cllr Linda Lashbrook was the Mayoress, so brings experience with her to the role.

At the same meeting, Cllr Iris Andersen, ward member for Andover St Mary’s, was appointed as Deputy Mayor.

The newly elected Mayor of Test Valley, Cllr Linda Lashbrook, said: “I’m honoured to have been elected as Mayor of Test Valley and to represent our communities over the coming year. I’m looking forward to meeting residents, supporting local groups, and celebrating everything that makes our borough special. I’d like to thank my fellow councillors for giving me this opportunity and to my husband Phil for his support during this journey.

“I would also like to thank Gordon Bailey for his hard work and dedication over the past year. He has served the role with great commitment, and I’m grateful for everything he has done for Test Valley.”

County Council Election Results Declared

Votes cast in the County Council election held on Thursday 7 May have now been counted, with no single party achieving overall control

Of the 78 seats on the County Council, the political make-up of the County Council is now:

Conservatives - 27

Liberal Democrat - 26

Reform UK - 20

Green Party - 1

Labour - 1

Independent - 1

Whitehill & Bordon Community Party - 1

Community Campaign (Hart) - 1

Gary Westbrook, County Returning Officer and Hampshire County Council Chief Executive confirmed the next steps for the County Council: "First of all, I'd like to thank people across our communities who took the opportunity to vote and have their say.

"As no party has a majority of more than 50% of seats on the County Council, the parties may now enter a period of negotiation to decide the make-up of the new Administration. At the County Council's Annual General Meeting on 21 May the new Leader of the County Council will be elected, alongside a new Chairman and Vice Chairman.

"We look forward to working with the new administration, once established, to deliver high quality services for Hampshire's 1.4 million residents."

The full results are available on the County Council's [Elections webpage](#).

<https://www.hants.gov.uk/News/20260508Electionresult26>

Support for Hampshire care leavers praised in latest Ofsted report

Care leavers in Hampshire receive 'consistent and responsive support from practitioners who know them well' and are 'supported effectively towards independence'. Those are the key findings in an Ofsted report published today, following a recent inspection focusing on Hampshire County Council's specific support for care leavers

The report highlights the 'high aspirations' that both political and corporate leaders have for Hampshire's care leavers and their 'unwavering commitment to continually improving' their services.

It is the first time Ofsted has visited the County Council since 2024, when it received its second consecutive outstanding judgement overall. In that inspection, the authority was judged outstanding in four out of five areas, and good in one category – concerning the experience and progress of care leavers. Since then, the County Council has undertaken significant work to give care leavers a stronger and more influential role in shaping the services provided to them. In its report, Ofsted has acknowledged the impact of this work – which gives care leavers in Hampshire a direct line into their local authority.

Commenting on the report, Steph How, Director of Children's Services, said: "As an authority, we strive to continually improve our services wherever possible. That's why we always welcome the opportunity through these inspections to not only demonstrate our strengths but also understand where we can look to do even better. This report is testament to that commitment and recognises the significant strides we have taken to further build on our already strong offer for care leavers. This work means that care leavers rightly have a clear and active voice in the work that supports them, and that our services continue to make a meaningful and lasting difference in their lives."

Key achievements have included the recent introduction of a new Voice Empowerment Worker responsible for ensuring that the views, wishes and experiences of both care leavers and children currently in care remain integral to the council's work. This builds on other successes including the development of Hampshire care councils for care leavers and children in care, and representation from care leavers on the County Council's [Corporate Parenting Board](#), which works to promote the best possible outcomes for these children and young people.

Inspectors praised the County Council for providing 'high-quality, responsive support that reflects the needs of care leavers' and noted that young people's views and aspirations are crucial in informing written plans for their future. In

their report, they particularly point to the important role of Personal Advisers (PAs), who support care leavers from the age of 16 as they transition into early adulthood. This includes helping young people to explore their future options for accommodation, education, employment and training, as well as supporting them with budgeting and money matters, their wellbeing, and their interests and hobbies.

During their inspection, Ofsted spoke directly with care leavers who shared that PAs have made a significant positive impact on their lives. Inspectors found that PAs successfully ‘build strong, trusting and enduring relationships’ with young people and work closely with senior managers, social workers and partner agencies where appropriate to protect care leavers at risk of harm and ensure that those with specific needs receive strong, tailored, and effective support.

Ofsted also commended PAs on their ‘tenacious’ advocacy, which supports care leavers to ‘pursue a diverse range of interests and hobbies’, overcome any barriers they may face to education and employment, and access the right help in the right place. Together this support means that care leavers can move successfully into fulfilling, independent lives.

Visit the Ofsted website to [read the report in full](#) or find out more about the [local support for care leavers](#) on the Connect to Support Hampshire website.

<https://www.hants.gov.uk/News/20260518ofstedreport>

Hampshire County Council Announces Leader and Cabinet Team

Hampshire County Council has confirmed its new Administration, re-elected Leader and new-look Cabinet, following the 7 May local elections which resulted in no political party gaining overall control. Since the election result was declared, political parties have been in discussion on how the Authority will be governed

At the County Council’s Annual General Meeting (AGM) held on 21 May 2026, Councillor Nick Adams-King was elected as Leader, continuing his role in heading up the Authority. He will oversee the delivery of essential local services that impact on all aspects of everyday life for 1.4 million people living in the County Council area, from schools and tips, roads and social care, to access to the countryside and libraries.

Speaking at the meeting, Councillor Adams-King said: “It is an enormous honour to be elected once again as Leader of Hampshire County Council. I am deeply grateful for the trust placed in me. The Administration I lead will be collegiate, cooperative, and transparent. We will work constructively with Members across the Council, and we will listen to residents, communities, parish and district councils, our staff, and our partners.

“We will invest in Hampshire’s roads - investing £15 million in additional funding, targeted at making journeys safer and reducing repeat repairs. We will protect Hampshire’s environment - defend our landscapes where we can, support farmers and land managers, and expand access to green spaces while protecting them for future generations. We will support our local economy. Our businesses are the backbone of Hampshire. We will champion local enterprise, support skills and apprenticeships, and work with partners to revitalise high streets and improve infrastructure.

“We will stand up for Hampshire in the face of Local Government Reorganisation. I have been clear throughout: the outcome of this process has profound long-term consequences for our residents, our services, our staff, our finances and the identity of Hampshire itself. That is why I confirm today that this administration will move immediately to pursue a Judicial Review of the Local Government Reorganisation outcome.

“We will spend money wisely. The financial pressures facing councils are real. We will be honest with residents about the challenges we face. We will protect essential services wherever we can and continue to press for fairer funding. We will look for savings, operate efficiently, and ensure every pound is well spent.

“Hampshire has enormous strengths: dedicated staff, strong communities, businesses, volunteers, teachers, social workers, carers, and residents who care deeply about where they live and we will begin this new council with seriousness, humility, and determination for the benefit of our communities.”

The new County Council Cabinet, which will meet for the first time next month will comprise of:

Councillor Nick Adams-King - Leader and Executive Member for Corporate Services

Councillor Kirsty North - Deputy Leader and Executive Lead Member for Universal Services

Councillor Roz Chadd - Executive Lead Member for Children’s Services

Councillor Zoe Huggins - Executive Lead Member for Adult Social Care and Public Health
Councillor Joanne Burton - Executive Member for Health and Wellbeing
Councillor Steve Forster - Executive Member for Highways and Passenger Transport
Councillor Juliet Henderson - Executive Member for Education
Councillor Stephen Reid - Executive Member for Corporate Services - Finance
Councillor Andy Tree - Executive Member for Corporate Services, People and Local Government Reorganisation

Election of County Council Chairman

Councillor Pal Hayre was elected as the County Council Chairman. Councillor Hayre has been serving as Vice Chairman since 2025 and is the County Councillor for Fareham Crofton, since 2017. She is a Governor at Baycroft School in Stubbington and a strong supporter of local charities and community organisations.

As the civic head of the county, Councillor Hayre will represent the Authority on any royal visits and ceremonial occasions in Hampshire as well as carry out other civic activities and duties.

The Chairman presides over County Council meetings and ensures they are conducted in line with Standing Orders and that they are a forum for debating issues.

Councillor Louise Parker-Jones, County Councillor for Bishopstoke & Fair Oak, was elected as Vice Chairman.

Morgan Sindall named as preferred bidder to build Andover's new theatre

Test Valley Borough Council has named Morgan Sindall Construction as the preferred bidder to deliver Andover's new theatre at the heart of the town centre, subject to the completion of a contract standstill period.

The appointment, subject to completion of the statutory standstill period, will begin after 1 June 2026. This will move The Lights theatre project into its pre-construction phase, following the successful completion of demolition works earlier this year.

Morgan Sindall was identified as the preferred bidder following a competitive tender process launched in late 2025. The company has extensive experience in delivering cultural and civic buildings across the UK, working closely with local authorities and communities.

Initially the appointed contractor will work with the design team to finalise the plans and programme, confirm costs, manage risks and prepare for construction. This work takes place behind the scenes, so there will be no visible activity on site during this stage. Once everything is agreed, the contractor can then move onto the construction phase.

This two-stage approach can help ensure better value for money, reduce risk and improve certainty in both cost and programme, resulting in a smoother build.

David Drew

Test Valley Central Division, HCC
Harewood ward, TVBC

Do the Numbers Limited

20th May 2026

Amanda Owen, Clerk
Abbotts Ann Parish Council

Dear Amanda,

Subject: Review of matters arising from Internal Audit for 31 March 2026

Following my visits with you today, please find below the list of matters arising.

I found the records and systems of the council to be in very good order.

The internal audit was carried out in accordance with the requirements of the [Audit and Accounts Regulations 2015](#) and the guidance and instruction in the [Practitioners Guide 2026](#)

Test	Matter arising	Recommended Action
A	<i>Appropriate accounting records have been properly kept throughout the financial year</i>	
	The records of the council now	comply with this test
B	<i>This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT appropriately accounted for</i>	
Minute approval	It is an LGA72 requirement that every sheet of the minutes and the last page signed and dated.	Please ensure that the minute template is updated to ensure this happens from now on and all minutes are properly signed in advance of approval of the AGAR
Tenders	The Financial regulations and the legislation require that contracts over £30,000 are put out to public tender.	The play area should have been advertised on Find a Tender . The Pavilion must be.
Internal auditor	There was no clear minute of the appointment or checking of independence of the Internal Auditor.	This should be done each year at AGAR approval or budget setting.
C	<i>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these</i>	
Review of internal control	Councillors are responsible for monitoring controls during the year and should minute such.	A model statement should be adapted and adopted.
D	<i>The budget resulted from an adequate budgetary process, progress against the budget was regularly monitored, the reserves were appropriate</i>	
Earmarked reserves	The council has multiple small EMRs that have not changed in several years and do not meet the PG requirements <i>(also raised last year)</i>	All EMRs should be rolled back into the general reserve and then reallocated to current projects, properly defined.
E	<i>Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for</i>	
	The records of the council	comply with this test
F	<i>Cash payments were properly supported by receipts, all cash was approved and VAT appropriately accounted for</i>	
	Not applicable to this council	
G	<i>Salaries to employees and allowances to members we paid in accordance wit this</i>	

	<i>authority's approvals, and PAYE and NI requirements were properly applied</i>	
Pay award	When the NJC agreed uplift was applied, there was no clear minute of the change in rate.	It is an essential control that members know the agreed pay rate of the staff.
H	<i>Asset and investment registers were complete and accurate and properly maintained</i>	
	The records of the council now	comply with this test
I	<i>Periodic Bank reconciliations were carried out during the year</i>	
	The records of the council comply	with this test
J	<i>Accounting statements prepared during the year were prepared on the correct accounting basis, agreed to the cash book, supported by an adequate audit trail and debtors and creditors recorded.</i>	
	The records of the council comply	with this test
K	<i>Certified Exempt in prior year</i>	
Not applicable to this council		
L	<i>Transparency Code</i>	
Publication Scheme	The ICO model publication scheme in use is not the current version.	Over the summer the current version (here) should be adapted and adopted.
M	<i>Public Rights</i>	
	The records of the council now	comply with this test
N	<i>Publication of prior year AGAR</i>	
	The records of the council comply	with this test
O	<i>Digital and Data Compliance</i>	
Assertion 10 requirements	The council has engaged with these changes and was largely in compliance by the year end.	A data audit should be carried out, including data stored by members, and repeated each year.
P	<i>Trust Funds</i>	
Not applicable to this council		

Please find attached my invoice for the agreed fee.

If either you or your members have any queries, please do not hesitate to contact me.

APPENDIX C

Date: 01/06/2026

Abbotts Ann Parish Council

Page 1

Time: 11:03

**Bank Reconciliation Statement as at 31/05/2026
for Cashbook 1 - Lloyds Treasurers Account**

User: AMANDA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Lloyds Treasurers Account	30/04/2026		68,697.59
			<u>68,697.59</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			68,697.59
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			68,697.59
		Balance per Cash Book is :-	68,697.59
		Difference is :-	0.00