

**MINUTES OF THE MEETING OF HASTINGLEIGH PARISH COUNCIL
ON 10th MAY 2022 HELD IN EVINGTON VILLAGE HALL**

Present: Cllr Mrs Day (Chair) Cllr Miss Hill
Cllr Jakeman

		To be actioned by
1.	Election of the Chairman and any Vice-Chairman for the Council year 2022-23.	
	<p>Cllr Jakeman proposed and Cllr Miss Hill seconded that Cllr Mrs Day should be elected as Chair to the Parish Council. Cllr Mrs Day was elected as Chairman for 2022-23.</p> <p>Cllr Mrs Day proposed and Cllr Miss Hill seconded that Cllr Mrs Helmer should be elected as Vice-Chair to the Parish Council. Cllr Mrs Helmer was elected as Vice-Chairman for 2022-23.</p>	
2.	Completion of the Declaration of Acceptance of Office Form.	
	Cllr Day completed the Declaration of Acceptance of Office Form, countersigned by the Proper Officer.	
3.	To receive and approve apologies for absence.	
	Cllrs Mrs Boxall and Helmer had sent their apologies for absence. These apologies were accepted.	
4.	To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.	
	There were no declarations of interest.	
5.	To approve the minutes of the meeting held on 12th April 2022	
	The minutes were signed as a true record.	
6.	To discuss matters arising from the above minutes not covered by the agenda.	
	It was noted that the planning application for the White House has been refused.	
7.	Public session: To receive questions and comments from the public on any agenda item.	
	There were no public in attendance.	
8	Financial matters:	
	<p>a) To approve the following financial documents:</p> <p>i. To complete the certificate of exemption on the Annual Governance and Accountability Return - To be completed only by smaller authorities where the higher of gross income or gross expenditure was £25,000 or less, that meet the qualifying criteria, and that wish to certify themselves as exempt from a limited assurance review</p> <p>The Parish Council completed the certificate of exemption on the Annual Governance and Accountability Return because the higher of gross income or gross expenditure was less than £25,000 so the Parish Council meets the qualifying criteria to certify themselves as exempt from a limited assurance review.</p> <p>ii. To receive the end of year accounts</p> <p>The Parish Council received the end of year accounts and approved these.</p> <p>iii. To receive the report from the Internal Auditor</p> <p>The Parish Council received the report from the Internal Auditor.</p> <p>iv. To approve the Annual Governance Statement 2021/22, section 1 of the AGAR for the year ending 31 March 22</p> <p>The Parish Council approved the Annual Governance Statement 2021/22, section 1 of the AGAR for the year ending 31 March 22, the Chairman completed and signed this, the Clerk countersigned.</p>	

	<p>v. To consider the Accounting Statements 2021/22 and approve the Accounting Statements 2021/22, section 2 of the AGAR for the year ending 31 March 2022 and the supporting Bank Reconciliation as at 31st March 2022 and the explanation of significant variance from 2020-21 to 2021-22. To ensure the Accounting Statements 2021/22 are signed and dated by the person presiding at the meeting</p> <p>The Parish Council considered the Accounting Statements 2021/22 and approved the Accounting Statements 2021/22, section 2 of the AGAR for the year ending 31 March 2022 and the supporting Bank Reconciliation as at 31st March 2022 and the explanation of significant variance from 2020-21 to 2021-22. The Accounting Statements 2021/22 are signed and dated by the person presiding at the meeting.</p> <p>b) To note/authorise the following:</p> <p>i. To note the Parish Council's financial position.</p> <p>The Parish council bank account has £4585.12 as at 30th April 2022 with payments outstanding</p> <p>ii. To authorise any payments</p> <p>Payments were approved for T Gardener - £750.00 and S Lister - £60.00</p>	
9.	<p>To review Standing Orders, Asset Register and the Risk Assessment, and confirm arrangements for insurance cover in respect of all insured risks</p>	
	<p>The Parish Council reviewed Standing Orders, Asset Register and the Risk Assessment, and confirm arrangements for insurance cover in respect of all insured risks.</p>	
10.	<p>Review of the Council's and/or staff subscriptions to other bodies ie KALC</p>	
	<p>The Parish Council reviewed the Council's subscriptions to KALC and were happy to continue with this.</p>	
11.	<p>Review of the Council's complaints procedure:</p>	
	<p>The Parish Council reviewed and approved the Council's Complaints Procedure.</p>	
12.	<p>Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information (see also standing orders 11, 20 and 21):</p>	
	<p>The Parish Council conducted a review of the Council's policies, procedures and practices in respect of its obligations under freedom of information (see also standing orders 11, 20 and 21), the Parish Council is satisfied that it meets its obligations under freedom of information.</p>	
13.	<p>Review of the Council's policy for dealing with the press/media:</p>	
	<p>The Parish Council conducted a review of the Council's policy for dealing with the press/media, the Parish Council is satisfied that it meets its obligations in this matter.</p>	
14.	<p>Review of the Council's employment policies and procedures:</p>	
	<p>The Parish Council conducted a review of the Council's employment policies and procedures, the Parish Council is satisfied that it meets its obligations in this matter.</p>	
15.	<p>To consider any changes to the Risk Assessment.</p>	
	<p>The Parish Council considered the Risk Assessment and there were no changes to be made.</p>	
16.	<p>Planning matters: to approve the responses to any recent planning applications.</p>	
	<p>There had been no planning applications received.</p>	
17.	<p>Any Other Business (for information purposes only):</p>	
	<p>Cllr Day will complete a Risk Assessment for the Street Party.</p>	
18.	<p>Date of next meeting – 12th July 2022 at the Evington Hall</p>	
	<p>Tuesday 12 July 2022 Tuesday 13th September 2022 Tuesday 8th November 2022 Tuesday 10th January 2023</p>	<p>ALL</p>

	Tuesday 14 th March 2023 Tuesday 9 th May 2023	
19.	Resolution to exclude the public	
	It was resolved that under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, because of the confidential nature of the business to be dealt with, the Public and Press leave the meeting during discussion of item 20, namely to agree the winner of the Les Johnson Community Award.	
20.	To agree who should be awarded the Les Johnson Community Award	
	It was agreed in a closed session of the Parish Council who should be awarded the Les Johnson Community Award in 2022. The inaugural award will be presented to Mr Helmer at the Platinum Queen's Jubilee Street Party.	

Signed:

Date: