

**MEETING OF SHALDEN PARISH COUNCIL  
THE ANNUAL GENERAL MEETING  
HELD WEDNESDAY 12<sup>th</sup> MAY AT 8PM AT SHALDEN VILLAGE HALL & via ZOOM**

**Present:**

Andrew Shirvell (Chair)  
Rosemary Hartgill  
David Orme  
Bernard Stewart

Peter Wilson  
Two residents attended  
Also in attendance: Katherine Horton (Clerk)

**MINUTES**

**1) Welcome**

Chair welcomed everyone to the first in person meeting for over a year. New Clerk, Katherine Horton, was also welcomed.

**2) Election of Chair and signature of Declaration of Acceptance of Office**

Andrew Shirvell was nominated by Peter Wilson and seconded by David Orme. There were no other nomination and Cllr Andrew Shirvell was duly elected, approved by all present. The Declaration of Acceptance of Office was signed by the Chair and Clerk.

**3) Apologies for Absence**

None received

**4) Declarations of Interest**

None made

**5) Approval of Minutes of the Meeting held on 19<sup>th</sup> April 2021**

Minutes were approved as an accurate record and signed by the Chair.

**6) Public Forum**

Residents made the Cllrs aware of some recent fly tipping on Old Odiham Road and damaged bollards at Upper Anstry Lane. Clerk to raise to appropriate Council department.

**7) Matters arising**

- a) Query about insurance cover. Following review of the Came & Company policy and that of BHIB, attendees were in agreement that there is duplication and as such the policy with BHIB will not be renewed.
- b) Rebuild valuation survey of Village Hall by Connor Jones. Clerk is in contact with the Company but as yet there is no confirmation of an assessment visit.
- c) Pavillion electrical check. Larry George to attend and complete the necessary works.
- d) BOAT12. No recent issues of misuse by off roaders.
- e) Golden Pots crossroads. Now Cllr Mark Kemp-Gee is confirmed back in role the Clerk will liase to get an update on the promised road improvements. Current Diversion sign is blocking sight line – Clerk to notify Highways department.
- f) Cllr Bernard Stewart confirmed he would be taking on the oversight of the Recreation Ground.

**8) Finance:**

- a) Financial summary to April 2021 and authorisation of payments.

Financial Summary was reviewed with future payment authorised by the Cllrs. Going forward, Clerk will post financial summaries following each council meeting. Clerk to also action a VAT reclaim.

b) To update the authorised signatories for the Parish bank account

To allow the new Responsible Financial Officer to carry out their duties, it was resolved that the Authorised Signatories in the current mandate, for the accounts detailed in section 1.3, be changed in accordance with section Authorised Signatories and the current mandate will then continue as amended.

c) Internal Audit report

Thanks noted to Tom Floyd for completing the Internal Audit as part of the Annual Governance and Accountability Return (AGAR). Details were shared with the Cllrs.

d) To complete the External Audit requirements for 2020/21

The year end financial statement had been shared ahead of the meeting. The Cllrs confirmed they were comfortable the figures tallied with the completed transactions. The Accounting Statements were then signed by the Chair and the Clerk. The "Certificate of Exemption" for a limited assurance review was also sign by the Chair and Clerk. These documents will be submitted and uploaded to the website.

**9) Further to the request from East Hampshire DC, to agree whether to formally adopt East Hampshire District Council's new Member Code of Conduct as Shalden Parish Council's own.**

- The proposed Code had been distributed ahead of the meeting. No questions raised by the attendees and so document was accepted. Clerk to Action
- Code of Conduct applies to the Cllrs but what guidance can/should be given to residents on the manner in which they communicate with Cllrs. While Cllrs want to remain accessible to the community they should not have to tolerate rude and aggressive behaviour. Clerk to explore what advice is given by Hampshire CC, EHDC and HALC.

**10) Planning Application:** 31210/003 S106 Overbury Farm House, Old Odiham Road, Shalden, GU34 4BX. *Removal of the S106 Agreement attached to planning permission F.31210/002/FUL to create two dwellings that can be inhabited separately.*

No Comment. Clerk to log through EHDC Planning portal.

**11) Following comments from members of the Parish at the last meeting, to consider what steps might be taken, if any, to improve residents' access to the dates of future Parish Council meetings and updates from EHDC.**

- Cllrs were disappointed to learn that some residents remain unaware of the existence of the Parish Council website and believe the PC is responsible for notifying residents about planning applications.
- Planning applications are not communicated by the Parish Council but through East Hants District Council and residents can register to receive updates directly from the source.
- GDPR considerations mean the PC does not wish to hold residents' email addresses and contact details; maintaining such a list would require regular review and could inadvertently exclude residents. As such, it is through notices displayed at the PC noticeboards and through the website that residents will learn of PC news and meetings.
- Cllrs agreed the focus should be promoting the existing websites through the use of QR codes displayed in the noticeboards and by article in "The Villager". Clerk to action

**12) Date of next meeting**

Shalden Hall will not be available for the later half of July and all of August. Meeting will be held on 14<sup>th</sup> July instead.

Meeting Closed: 20:43

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Signed

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Dated