

Shalden Parish Council

Parish Council Meeting, Wednesday 25th May 2022 at 8pm

Minutes

Present: Cllr Shirvell (Chair), Cllr Orme, Cllr Hartgill and Cllr Wilson

One resident attended

Also present: K Horton (Clerk)

1) Welcome. Clerk opened the meeting.

2) Appointment of Chair and signature of Acceptance of Office. Cllr Wilson nominated Cllr Shirvell and this was seconded by Cllr Hartgill. There were no other nominations and Cllr Shirvell was duly elected, approved by all present.

3) Apologies for Absence: Cllr Stewart

4) Declarations of Interest. None made

5) Approval of Minutes of the Council Meeting held on 26th February 2022. Accepted as an accurate record and duly signed.

6) Matters arising from the last Minutes. Responses to Planning applications had been submitted. As of 24th May 2022, there has been no decision publicised in relation to Overbury Farm House's appeal.

7) Parish Council Finances/Administration

a) Correspondence

- Annual Parish Meeting. A resident asked whether the Parish Council should be closed and a Parish Meeting set up as an alternative. The suggestion being that the latter would be less structured and doesn't have to do all the things that Parish Councils are required to.
- The following points were discussed:
 - Cllrs were intrigued as to the reason for the suggestion – does the resident not feel represented by the current arrangement?
 - The suggestion has been made historically to merge with Lasham and was deemed not practical or suitable.
 - It was noted that the PC is part of the government system. Elections are due to be held next year which provides an opportunity for interested parties to get involved with their local community.
 - In relation to Planning which has recently been the focus of discontent, a PC is a consultee in Planning applications and most recently Cllr Orme attended and spoke at an appeal. Parish Meeting would not be a representative at appeals.
 - Cllr Orme noted that Planning is contentious and the role of a PC had been discussed many times. The PC is required to represent everyone in the parish and should it disagree with some residents this does not mean that it is not fulfilling its role. Individual residents have the right to express their opinions but the PC will also comment based on the facts of Planning legislation and rules.
 - The attending resident was invited to engage in the discussion and asked how the PC weights residents' concerns vs planning consideration. Cllr Orme advised that the facts have to be considered and emotions put to one side as this will not influence the Planning Depts decisions. The PC represents residents in the fairest way possible, it reads the details of the

application, hears the views of the residents who share them and then sees if there is a rule that can be used to support opinion. Council statements are factual and supported by planning law.

- Planning. Resident had shared by email their objection to the application for Bowood Hall. This was shared with Cllrs ahead of the meeting. Cllrs noted that there were no grounds for objecting based on planning requirements.
- Queen's Jubilee Canopy. Details of the scheme were shared with Cllrs ahead of the meeting. No planting is planned but it was noted that planting in the autumn could also be included. Cllr Stewart was applying for saplings and potentially these could be included.

b) Financial summary for January to March 2022. No questions raised

c) Financial summary from April to May 2022 and in addition:

i) Notification of Payments made under Item 14 of the Financial Regulations since the last meeting. The Clerk reported that since the last meeting payments had been made for HALC membership and the utilities in order to make deadlines

ii) Notification/authorisation of other payments. The following payments were authorised:

- Q1 Salary for Clerk
- Fee for Mowing of Rec

d) Internal Audit report: to confirm audit has taken place and consider what actions may be required as a result of the audit. Clerk confirmed that the audit had been completed by Mr Floyd and thanks were noted for his time on this matter. Mr Floyd had flagged no matters of concern and accordingly had signed the AGAR paperwork: Annual Internal Audit Report 21/22.

e) To complete the External Audit requirements for 2021/22. The Clerk had circulated the year end paperwork and AGAR documents ahead of the meeting. The Chair confirmed that he had checked the financial figures to the bank statement. The 'Certificate of Exemption' from a limited assurance review was signed by the Chair and the Clerk in counterpart. Councillors confirmed they agreed with the statements on the Annual Governance Statement 21/22 and this along with Accounting Statements 2021/22 were signed by the Chairman and the Clerk in counterpart. These documents will be submitted and uploaded to the website.

f) To approve the CIL report for 2021/22. No questions raised by the Cllrs and Clerk will submit completed report to EHDC

g) To consider the allocation of a Grant under for Shalden Village Hall to use for Jubilee celebrations. Historically a small gift for local children has been financed by the Parish Council. It was agreed it would be appropriate to make a grant to the Village Hall Committee who are organising events for the local community for this historic event. Cllr Shirvell proposed £200, this was seconded by Cllr Wilson and approved by all present.

h) To review and then accept the following policies/documents for 2022/23:

- i) Asset Register for 2022/23
- ii) Financial Regulations for 2022/23
- iii) Statement of Internal Control 2022/23
- iv) HPC Risk Analysis 2022/23

Clerk had circulated the documents ahead of the meeting for review. No questions were raised and Cllr Shirvell proposed the documents be accepted. This was seconded by Cllr Hartgill and accepted by all present.

8) Public forum: Adjournment of the meeting for 15 minutes to allow the public to raise questions.

Resident queried why a notification of road works was only posted the night before on the PC website. The Clerk explained it had merely been to serve as a reminder given physical signs had been displayed by the contractor in advance.

9) Chair's update. No outstanding matters.

10) To receive a Report from County Councillor Kemp-Gee. Clerk informed Cllrs of Cllr Kemp-Gee's compassionate leave due to family bereavement. Letter will be sent to note SPC's condolences.

11) To receive a Report from District Councillor Costigan. Apologies had not been received. Historically District Councillors have attended parish meetings on a regular basis and kept informed of local concerns. Clerk to write and note disappointment with non-attendance.

11) Village Hall – update from Cllr Hartgill. Stephen Blake has taken on the role of Secretary and Bernard Stewart has taken on managing the maintenance of the premises. An insurance claim is in progress and the Treasurer is keeping the PC Clerk informed. The 21/22 Finance Report has been shared with the Clerk and will be circulated to the Cllrs.

12) Recreation Ground

a) Update from Clerk on maintenance costs and usage. Cllrs were in agreement that the Rec is used generally by residents but that costs are becoming significant and either there needs to be an increase in revenues or a reduction in costs.

b) To decide whether AFC should be invited to hire the Rec for the 2022/23 season. Cllrs were in agreement that AFC should confirm whether they wish to hire the Rec again and Clerk should then discuss an increase in fees to reflect increase in the cost of utilities. Cllrs also wanted it clarified which days AFC would be using the field so that other interested organisations could also potentially hire the facilities.

c) To consider how to progress the conversation about the future of the Recreation Ground and how residents will be informed and engaged about the possible project. Clerk confirmed that no residents had been in touch following discussion at APM on possible alternative uses for the Rec. A discussion took place on the possible uses of the Rec. Cllrs agreed that use for 2022/23 should first be confirmed with AFC before taking forward the discussion.

13) Items for next agenda.

Clerk to speak with other local Councils and advise Cllrs on benefits of holding a Surgery vs Parish Meeting with the intent of allowing residents and Cllrs to discuss questions in a less structured forum.

14) Date of next meeting – 20th July 2022, 8pm

Meeting closed 9:25pm

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Signed: A Shirvell, Chair of SPC

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Dated