

Minutes of the Annual Parish Council Meeting
held at Christy Hall, Old Alresford on
Monday 20th May 2024 at 7:30 pm.

Members Attending:

Clr Cornford (Chair), Clr Tickner, Clr Durrant, Clr Richardson.

In Attendance:

Richard Doughty (Parish Clerk)

1. Apologies for absence
Clr Sinclair, Clr Gordon-Smith, Clr Pinniger, Clr Porter, Clr Power
2. To Elect a Chair 2024/25 and receive Acceptance of Office
RESOLVED: To elect Clr Sandra Cornford as Chair
Clr Cornford accepted the Office of Chair and signed the Acceptance of Office.
3. To Elect a Vice-Chair 2024/25
RESOLVED: That the Council would not elect a Vice Chair for 2024/25
4. To Elect Parish Council Portfolio Representatives
 - a. Finance
Clr Durrant agreed to be the Finance Portfolio Holder.
 - b. Open Spaces
Clr Sinclair agreed to be Open Spaces Portfolio Holder.
 - c. Highways
Clr Richardson agreed to be Highways Portfolio Holder.
 - d. Communications
Clr Durrant agreed to be Communications Portfolio Holder.
 - e. Christy Hall
Clr Cornford agreed to be Christy Hall Portfolio Holder.
5. To Elect Parish Council Representatives on outside bodies
 - a. Onslow Almshouses
RESOLVED: All Councillors are to be Trustees of Onslow Almshouses.

b. WCC, NALC, HALC and WDALC

It was agreed Cllr Cornford is to be the Representative for WCC, NALC, HALC and WDALC

6. Public Participation & Declarations of Interest

None

7. Approve the minutes of the Parish Council Meeting held on 4th March 2024.

The minutes were approved and signed. There were no matters arising.

8. City and County Councillor Reports

None

9. Planning Applications

None

10. Finance

a. Review Payments Approval List

The *Expenditure Transactions: Payments Approval List* was approved. This included the following transactions over £100:

Date	Payee	Details	Amount
29 Apr 24	Paul Daubney	Green Grass Cutting	£180.00
20 May 24	EKS Accounting	Payroll Processing	£150.00

b. Annual Governance and Accountability Return (AGAR) 2022/23

The Parish Clerk outlined the dates for the AGAR.

c. RESOLVED: To add Cllr Durrant as a signatory to the Unity Bank accounts.

d. RESOLVED: To approve the monthly Direct Debit of £17.10 for Xero accounting software.

11. Adopt Council Policies

a. RESOLVED: To adopt the Code of Conduct.

b. RESOLVED: To adopt the FOI Publication Scheme.

- c. RESOLVED: To adopt the Data Protection Policy.

12. Parish Councillor Reports

- a. Environment
Nothing to report.
- b. Parks & Play Areas
Cllr Cornford reported that a meeting had been held with A2 Dominion that was constructive and it was believed would lead to resolution of the matter. The Council agreed to obtain a quote for monthly playground inspections for Kiln Lane and the Village Green.
- c. Highways
Cllr Cornford explained that the Council need to confirm the responsibility for Footpath 15.
- d. Footpaths
Nothing to report.
- e. Christy Hall
Cllr Cornford is to progress the CCTV project.

13. Meeting Dates

The Council agreed meeting dates for 2024/25.

14. Date of next meeting – 3rd June 2024

The meeting concluded at 8.08 pm.