



East Tisted Parish Council

Minutes of the Parish Council Annual General Meeting held on Thursday, 29 May 2014 at 7pm in the Village Hall

Present: Mary Jane Carter (Councillor)
Ronnie Crumplin (Councillor)
Emma Dillnutt (Clerk)
Kevin MacEntaggart (Councillor and Acting Chairman)
Sandra Nicholls (Villager)
Sir James Scott (Councillor)

By Invitation: Mark Kemp-Gee (County Councillor)
Basil Lansdale (Webmaster)

Apologies: David Bowtell (Chairman)
Chris Graham (District Councillor)
Larry Johnson (Neighbourhood Watch)

1. Apologies and welcome.

Apologies had previously been received from David and Larry and subsequently from Chris Graham. Kevin explained he is Acting Chairman in David's absence and he welcomed those present.

2. Nomination and election of Chairman for 2014/2015.

- a. Kevin nominated and Sir James seconded David. The Council then unanimously re-elected David as Chairman.
- b. The residue of the Chairman's annual allowance stands at £74.45. It was felt that this is sufficient for the Chairman to use at his discretion for the coming year.

3. Minutes of the previous meeting and matters arising.

The minutes of the previous meeting held on 27 February 2014, having been previously circulated, were agreed as a correct record and signed by the Chairman. Matters arising concerned traffic and highways were deferred for discussion until 6.c.

4. Declaration of interests.

Councillors were reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, Councillors may not participate in any discussion of, or vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. Councillors must withdraw from the room or chamber when the meeting discusses and votes on the matter.

Councillors were also reminded that they should complete a new Register of Interests form if their previous submission had changed and therefore required updating.

5. Acting Chairman's business & annual review.

Kevin deferred his annual review until the Open meeting afterwards.

- Consultation on small sewage discharges - The communication from Damian Hinds was distributed and the conclusion of subsequent discussions was that East Tisted falls outside any proposed licensing area and therefore no action is required.
- Emails from Basil expressing concern over potential public liability issues in the 'Bridle Lane' were circulated prior to the meeting. Two subsequent emails from John Curgenvin and Phil Dillnutt, both residents of Bridle Close with an interest in the matter, were also circulated. The Parish Council is unconvinced that an issue exists, particularly one to concern them. Basil **volunteered** to investigate further at no public expense and report at a future meeting.



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- 'A personal view from your Churchwarden' - The Council thanked Basil for keeping them informed of the Church's dwindling congregation and income. While it is obliged to provide financial assistance to maintain the cemetery, the Parish Council felt that the Church should appeal to the public at large to boost their attendance and finances.

6. Sub-committee's update

- a. Planning
 - i) Tisted House Gosport Road East Tisted Alton Hampshire GU34 3QJ
Ref. No: SDNP/14/01283/PRE Status: Pre Application Advice Given
Demolition of existing triple garage and conservatory, construction of single-storey extension, internal alterations and new external openings. Part demolition of existing porch/lobby to east - site meeting required
Resubmission of an application originally submitted March 2007 (see http://planningpublicaccess.easthants.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=_EHANT_DCAPR_208530) which the Parish Council actively supported. We await the application proper in order to respond.
- b. Pond
 - Brian Davey has started mowing the pond and playground areas.
 - It was agreed for Rotherfield Park Cricket Club to maintain the cricket outfield with a one off payment of £550 for 2014. **Action: Emma**
- c. Traffic and highways
 - No Parking Lines on Station Road/A32 junction – the photographs provided to Mark Kemp Gee clearly show significant safety issues, particularly on Sunday mornings during church services. There are a number of measures, with varying degrees of enforceability, that can be implemented and Mark has asked the Parish Council for clear guidance on how seriously they would like these issues addressed. The Parish Council thanked Mark for the work he has done and the discussion that followed concluded that before any 'official' steps were taken, churchgoers should be encouraged to use the Rotherfield car park during church services. It was also suggested that the users of the garages opposite be approached with a view to allowing some space for parking for the elderly and infirm. Any decision regarding lines on the road is therefore deferred to see if these steps will address the problem. **Action: Emma**
- d. East Tisted Village Website – the Parish Council thanked Basil for his annual report and continued efforts maintaining the website.
- e. Neighbourhood Watch Update – in his absence, the Parish Council thanked Larry for his annual report and continued efforts in co-ordinating our Neighbourhood Watch Scheme.

7. Parish clerk

- a. The Annual Accounts & Quarterly Financial Statement were duly approved and signed by the Chairman.
- b. Subscription/affiliation renewal requests:
 - i) CPRE - £36 annual subscription – Sir James declared an interest as Vice-President of the CPRE, the remaining Councillors agreed to renew.
 - ii) Hampshire Association of Local Councils - £132 annual subscription – agreed to renew.
 - iii) Hampshire Playing Fields Association - £40 annual subscription – Sir James declared an interest as President of the HPFA, the remaining Councillors agreed to renew.
 - iv) Zurich Municipal Annual Insurance Renewal - £394.20 annual premium – agreed to renew.



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- c. Requests for financial contributions:
 - i. Ambulance Community Responder Scheme for Selborne and surrounding villages – the decision, previously taken by email to donate £250, was duly ratified.
 - ii. Victim Support Hampshire & Isle of Wight – application denied.

Next Meetings

The remaining two meetings for the year will take place on:-

- Thursday, 7 August 2014 at 7.30pm in the Village Hall.
- Thursday, 30 October 2014 at 7.30pm in the Village Hall.

There being no other business, the meeting closed at 7.50pm.

Agreed as a correct record of events

David Bowtell – Chairman

Date



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7.a. Annual Accounts & Quarterly Financial Statement- APPROVED

Section 1 – Accounting statements 2013/14 for

Enter name of reporting body here: **EAST TISTED PARISH** Council/Meeting

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

	Year ending		Notes and guidance		
	31 March 2013 £	31 March 2014 £			
1 Balances brought forward	2467	2658	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.		
2 (+) Annual precept	3500	3500	Total amount of precept received or receivable in the year.		
3 (+) Total other receipts	38	172	Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here.		
4 (-) Staff costs	671	800	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.		
5 (-) Loan interest/capital repayments	—	—	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).		
6 (-) All other payments	2676	2082	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).		
7 (=) Balances carried forward	2658	3448	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)		
8 Total cash and short term investments	2658 2658	3448 3448	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconciliation.		
9 Total fixed assets plus other long term investments and assets	NONE	NONE	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March		
10 Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).		
11 Disclosure note	yes	no	yes	no	The council acts as sole trustee for and is responsible for managing trust funds or assets. The figures in the accounting statements above do not include any trust transactions.
Trust funds (including charitable)		✓		✓	

I certify that for the year ended 31 March 2014 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date **29 MAY 2014**

I confirm that these accounting statements were approved by the council on this date:

29 MAY 2014

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting approving these accounting statements.

SIGNATURE REQUIRED

Date **29 MAY 2014**



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7.a. Annual Accounts & Quarterly Financial Statement - APPROVED

Quarterly Financial Statement

27 Feb 2014	Bank Balance		£3,648.50
Payments Out	E Dillnutt (Jan)	£ 51.95	
	Home Start Weywater	£ 50.00	
	E Dillnutt (Feb and Mar)	£ 98.10	
	Ambulance First Responder Scheme	£ 250.00	
	Total	£ 450.05	
			£3,198.45
Payments In	Precept (1 st Stage)	£2,000.00	
27 Feb 2014	Bank Balance		£5,198.45
Notes:	Amount previously allocated for community projects such as the pond & playground	£ 600.00	
Funds Available			<u>£4,598.45</u>

2013/14 Six month contingency calculated to £1,500.
2014/15 Precept £3.5K - £2K in April and £1.5K in October.