

ANNUAL MEETING OF SHALDEN PARISH COUNCIL
HELD Wednesday 29th May 2024 AT 7:30pm

MINUTES

Present: Cllr Taylor, Cllr Jones, and Cllr Orme (Chair)

Also in attendance: K Horton (Clerk), 4 residents and 1 non-resident

- 1) Welcome.** Meeting opened
- 2) Apologies for Absence** Received from Cllr Whitcher. Cllr Jones absent
- 3) Appointment to Committee roles**
 - a) Appointment of Chair and signature of Acceptance of Office. Cllr Taylor proposed Cllr Orme and seconded by Cllr Wood. Cllr Orme signed Acceptance of Office paperwork
 - b) To agree whether the Council wish to appoint a Vice Chair and if so to complete this appointment and the verbal declarations of Acceptance of Office. Cllr Wood proposed that the Council does not require a Vice Chair, this was Seconded by Cllr Orme and all in agreement.
 - c) Appointment of Footpaths Officer and Village Hall Representative with verbal declarations of Acceptance of Office. Cllr Taylor volunteered to continue in the role of Footpaths Officer, proposed by Cllr Orme and Seconded by Cllr Wood. Cllr Jones was proposed as the Village Hall Representative by Cllr Taylor and seconded by Cllr Orme. Verbal Acceptance to be included on next agenda.
- 4) Declarations of Interest.** Cllr Taylor has a personal interest in item 7Av and item 11B so will excuse himself from decisions on those item
- 5) Approval of Minutes.** To approve the minutes of the Parish Council Meeting held on 27th March 2024. Signed as a record of the meeting.
- 6) Public forum.** Adjournment of the meeting for 10 minutes to allow the public to raise questions or speak on an agenda item.
 - Resident advised that burnt out car still on BOAT off Old Odiham Road. Cllr Orme will follow up with Cllr Costigan.
 - Non resident received agreement from Chair to speak on Alton Golf Club. Explained why tree survey was conducted and subsequent works required.
- 7) Parish Council Finances/Administration**
 - a) Clerk's report**
 - i) Village Hall. Update on process. Insurance will not be continued in joint names once current policy has run and it was proposed that Village Hall be removed from PC's asset register.
 - ii) Golden Pot bus stop. Update on Clerk's work to have site reassessed with aim of having bus stop reinstated. It was agreed that Cllr Orme would call Cllr Kemp Gee on the matter.
 - iii) SLR licence and site assessment. Site visit to be confirmed
 - iv) Toad sign. Highways requirement that Toadwatch are aware of site. Working to meet requirements with Roadwatch - one volunteer has come forward. Cllr Taylor proposed that the formal scheme not be pursued. Cllr Orme seconded and all in agreement. SPC cares about toads but suggests ad hoc approach is sufficient.
 - v) Lengthsman. SPC can not be added to the Itchen Valley Cluster and is on the wait list with HCC. Clerk has not received responses to Tender's reference requests.
 - b) Financial summary for March 2024.**
 - i) Thanks noted from recipients of Grants.
Approved and summary signed by Chair
 - c) Financial summary from April 2024 and in addition:**
 - i) Notification of Payments made under Item 5.5 of the Financial Regulations since the last meeting

- ii) Notification/authorisation of other payments

Approved and summary signed by Chair

d) Internal Audit report

- i) To receive and accept the completed report having reviewed any recommendations and agreed any actions to address them. The previous year's recommendation of adopting online banking has been achieved. There were no recommendations made for the recent audit. Thanks were noted from the Councillors to Mr T Floyd for his service over the past three years.

e) To review and then accept the following policies/documents for 2024/25:

- i) Standing Orders for 2024/25.
- ii) Asset Register for 2024/25.
- iii) Financial Regulations for 2024/25. Figures reviewed and agreed by the Councillors
- iv) Statement of Internal Control 2024/25
- v) SPC Risk Analysis 2024/25
- vi) EHDC Councillor Code of Conduct

Cllr Wood proposed all documents be accepted for 2024.25, Cllr Taylor seconded and all in agreement.

f) Having accepted the Internal Audit report and supporting papers, to approve the External Audit requirements for 2023/24:

- i) Section One. The Annual Governance Statement. Each statement read and recorded "yes". Signed by Chair and Clerk.
- ii) Section Two. The Accounting Statements. No questions raised from Councillors in relation to the published accounts. Section Two was duly signed.
- iii) The AGAR Certificate of Exemption. Having considered the Internal Audit report and all supporting documents, Councillors were in agreement that the documents be signed. Actioned by Chair and Clerk. Notice of Public Rights – dates will be 10th June, displayed on 11th June and access period runs to 22nd July. Both website and noticeboard will display the notice.

8) Appointment of Internal Auditor for 2024.25. Following review of the engagement letter and information of the proposed auditor, to confirm the appointment for 2024.25. Proposed by Cllr Orme that "Do The Numbers" carry out the internal audit, this was Seconded by Cllr Taylor and all in agreement.

9) Shalden Fete. To agree whether the PC will have a stall at the event and the format of this. Availability of Cllrs to take on a stall at the fete hindered by availability and commitment to running other stalls already. Cllr Taylor proposed that the idea be rolled to next year, all in agreement.

10) EHPTC. Further to the most recent meeting of the East Hampshire Parish and Town Councils, to receive a verbal report from Cllr Whittcher. Cllr Orme proposed the item be deferred, Cllr Wood seconded and all in agreement.

11) Planning.

- a) **Further to a query raised at the Annual Parish Meeting, to note an update received from Cllr Costigan, via EHDC Planning, on the status of the application at Golden Pot.** EHDC confirmed the application is currently pending; the case hinges on the whether it would be acceptable to develop housing outside an established settlement boundary and the impacts on the open countryside therein. These impacts must then be weighed, and the tilted balance applied on the current 5-year housing supply position which was recently updated in February 2024 (evidence to support a 4.74-year supply) and also recent planning appeal decision at Lymington Bottom in Four Marks where the Inspector found the Council's housing land supply to be significantly lower than stated at approximately 3.7 years therefore applying the tilted balance assessment. Senior officers are considering the merits of the scheme. Given this update, Cllr Taylor proposed that Shalden PC write to EHDC Planning and ask for the application to be considered at Full Committee. This was seconded by Cllr Wood and all others were in agreement.

- b) **To note the new planning regulations under Class Q of the General Permitted Development 2024, that change the process of converting agricultural buildings to houses, and to agree what action Councillors will take in relation to this.** Cllr Wood proposed that all Councillors will read the regulations, Cllr Orme seconded. All in agreement
- c) **To note the consultation by EHDC on the Community Asset Transfer Policy and to agree whether Shalden PC will comment.** Having reviewed the details, Cllr Orme proposed that SPC take no action in relation to the consultation, Cllr Taylor seconded and all in agreement.

12) Rights of Way

- b) **BOATS (Byways Open to All Traffic).** Further to his meeting with Footpath Warden and Countryside Access Service Provider, Cllr Taylor provided a verbal update on how BOAT management is being reviewed and how the Parish Council might be involved in managing access. Hampshire Countryside Service might be able to provide advice on having the route reclassified and/or a partnership arrangement being entered into but it is not a straightforward process requiring consultation with all interested parties. Cllr Taylor will circulate supporting documents for consideration. It was suggested that a working group might be able to consider all the information and bring a proposal to a PC meeting. Thanks noted to Footpath Warden and Countryside Access contact.
- c) **Footpath 2. To note concerns that have been raised about the barbed wire on the edge of the footpath and to agree whether the PC will contact the landowners to request the removal of the barbed wire.**
Barbed wire has been moved by resident without need for letter and resident thanked for mowing Footpath 2.

13) Hire of the Pavilion and Rec. To consider a request from Alton Football Club to renew their contract for the hire of the Rec for 2024.25.

It was proposed that contract is extended with existing T&Cs. All in agreement.

14) Grants. To consider a request from Alton Golf Club to provide a grant from CIL monies towards the planned tree surgery on their premises.

It was proposed by Cllr Orme to clarify whether tree surgery is covered by CIL spending guidelines. Cllr Wood seconded and all in agreement. Cllr Taylor proposed deferral of decision until additional information received, all Councillors in agreement.

15) Meeting Closed

Meeting closed 8:45 pm

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Signed: D Orme, Chair of SPC

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Dated