

ANNUAL MEETING OF SHALDEN PARISH COUNCIL TO BE HELD Wednesday 27th May 2026 AT 7:30pm

Dear Councillor, You are hereby summoned to a meeting of Shalden Parish Council for the transaction of business set out below. This meeting is being held at Shalden Village Hall.



Katherine Horton, Clerk to the Council
20th May 2026

AGENDA

- 1) Welcome**
- 2) Apologies for Absence**
- 3) Appointment to Committee roles**
 - a) Appointment of Chair and signature of Acceptance of Office
 - b) Appointment of Footpaths Representative and Village Hall Representative with verbal declarations of Acceptance of Office
 - c) To consider the necessity for any other named roles for the Cllrs and to appoint as decided.
- 4) Declarations of Interest.** *Councillors are 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, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary or personal interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses & votes on the matter.*
- 5) Approval of Minutes.** To approve the minutes of the Parish Council Meeting held on 6th May 2026.
- 6) Public forum.** *Adjournment of the meeting for 10 mins to allow the public to raise questions or speak on an agenda item.*
- 7) Report from County Councillor Cox**
- 8) Report from District Councillor Costigan**
- 9) Parish Council Finances/Administration**
 - a) **Clerk's report inc**
 - i) Updates post May meeting and APM
 - ii) Correspondence
 - b) Financial summary for March 2026 and April 2026 and in addition:

- i) Notification of Payments made under Item 14 of the Financial Regulations since the last meeting
- ii) Notification/authorisation of other payments
- c) Internal Audit report
 - i) To receive and accept the completed report having reviewed any recommendations and agreed any actions to address them.
- d) To review and then accept the following policies/documents for 2026/27:
 - i) Standing Orders for 2026/27
 - ii) Financial Regulations for 2026/27
 - iii) Asset Register for 2026/27
 - iv) Statement of Internal Control 2026/27
 - v) SPC Risk Analysis 2026/27
 - vi) EHDC Councillor Code of Conduct
 - vii) Data Retention Policy
- e) Having accepted the Internal Audit report and supporting papers, to approve the External Audit requirements for 2025/26:
 - i) Section One. The Annual Governance Statement
 - ii) Section Two. The Accounting Statements
 - iii) To note that the PC is required to complete Form 3 for the Annual Governance and Accountability Return 2025/26 and that the required documents will be sent to the external auditor before 1 July 2026
 - iv) To note the dates of the notice of Public Rights & Publication of unaudited AGAR

10) Appointment of Internal Auditor for 2026/27. To confirm the appointment for 2026/27

11) Use of Village Hall. To agree that a hire agreement be entered into with Shalden Village Hall CIO to secure “Hirer’s Insurance” cover for Parish Council meetings.

12) Defibrillator. To agree whether the Parish Council will pay the maintenance costs for the defibrillator machines located in the parish for 2026/27.

13) Recreation Ground project To receive a verbal report on the work of the Working Group and to approve any required actions to progress the works.

14) Highways. The Avenue. To note the response from Hampshire Highways on access to The Avenue from the Golden Pot junction and to confirm any further action

15) Rights of Way. Footpath. To receive a verbal update from the Clerk on the stile replacements that were requested in the parish and to agree any next steps.

16) Next Meeting - Wednesday 15th July at 7:30pm

Katherine Horton (Clerk) 17th May 2026