

## **MEETING OF CHANDLER'S FORD PARISH COUNCIL**

**7.00 PM 26 JUNE 2023**

**COUNCILLORS PRESENT:** Chairman Cllr Child; Councillors: Selby, A Broadhurst, H Broadhurst, Davies, Duguid, Irish, Jones, Scott and Abraham.

**In Attendance:** Hilary Blaker (Parish Clerk / RFO).

### **Public Participation:**

There were three members of the public present. One commented on the requested maintenance plan for the renovated Jubilee Gardens. The Facilities Manager was not present during the meeting to comment.

Another member of the public raised the recent presence of travellers within the area, which we were aware of, and requested an update on the Parish Council website. The Clerk responded that the website is a project that she has been working on and would be taking to Committee in the near future.

### **1102 APOLOGIES**

These were received from Cllrs Attrill, Bicknell, Kyrle, Duguid, Johnson and Pragnell. Cllrs Baker and Beer were not present.

### **1103 DECLARATION OF INTERESTS**

None were declared.

### **1104 CHAIRMAN'S REPORT**

The Chairman read out his report which covered the unexpected departure of the previous Clerk and the recruitment process underway to find a replacement. The latest edition of the newsletter had been sent to Discover magazine for publication in July and will be added to the Parish Council Facebook page during the first week of July. The Jubilee Gardens have been completely re-sown, and the layout looks exceptionally tidy at the moment. Thanks were given to the Facilities Manager and his staff for their sterling work.

The new replacement bus service was mentioned with the hope of route and timetable being available for publication soon. Pennine Way continues to be issue with contact being made to Hampshire County Council. Possible solutions are dependent upon responses from outside agencies.

The works on the Fryern path have been funded and approved by EBC and works are anticipated to take place in September. We are dependent upon EBC but will confirm dates when advised.

The Chairman took the opportunity to remind Councillors of their obligation to declare any Pecuniary Interests they may have, as it has been a while since last reviewed.

### **1105 TO APPROVE / ACCEPT MINUTES OF MEETINGS;-**

- a) to approve the minutes of meeting of the Parish Council held on 22 May 2023,
- b) to approve the confidential minutes of the HR Committee held on 20 June 2023
- c) to approve the minutes of the Asset Management Committee held on 5 June 2023,
- d) to note omission of agenda item 5 Acceptance of External Auditors report from minutes of Full council 26 September 2022, despite being moved and agreed during meeting.

Following proposal, seconding and a show of hands the above minutes were approved with item d being noted.

### **1106 TO AGREE THE RECOMMENDATION FROM HR COMMITTEE :-**

- a) To appoint the Acting RFO as RFO, and

- b) To appoint the RFO as Acting Proper Officer / Clerk for the duration of vacancy on the scalar point recommended by the HR committee for the vacancy.**

Following proposal, seconding and a show of hands the above were agreed.

**1107 TO NOTE THE RETIREMENT OF THE OUTGOING QUALIFIED CLERK AS OF 31 MAY 2023**

This was noted.

**1108 TO RECEIVE THE COUNCIL'S ANNUAL INTERNAL AUDIT REPORT FOR 1 APRIL 2022 – 31 MARCH 2023.**

Following proposal, seconding and on a show of hands the Annual Internal Audit Report was accepted.

**1109 TO CONSIDER AND AGREE, FOLLOWING THE INTERNAL AUDITORS'S VISIT, TO THE CHAIRMAN SIGNING OFF: -**

- a. That there are no conflicts of interest with the External Auditor**

No conflicts of interest were declared.

- b. The Annual Governance Statement having agreed answers to all the questions, if appropriate to do so.**

The Acting Clerk took the Members through the Governance Statement explaining how the Internal Auditor's section of the report helped them understand that they had achieved the standards required.

Following proposal, seconding and on a show of hands it was AGREED that the Chairman of the meeting and the Acting Clerk signed the Governance Statement on the Annual Return.

- c. The Annual Accounting Statement for the Financial Year ending 31 March 2023, both as required by the Audit and Accounting Regulations in place and having been previously signed by the Responsible Finance Officer**

The Acting Clerk / RFO demonstrated to Members that the Accounting Statement had already been signed off, and took Members through the figures, explaining the cross-checks through the reconciliations and the purpose of the explanation of variances.

Following proposal, seconding and on a show of hands it was AGREED that the Chairman of the meeting could countersign the Accounting Statement.

- d. TO AGREE THAT THE EXERCISING OF ELECTORS'S RIGHTS AS BEING THE PERIOD 30 JUNE TO 10 AUGUST 2023.**

Following proposal, seconding and on a show of hands the period of Exercising Electors' Rights was AGREED as being between the dates 30 June 2023 and 10 August 2023.

**1110 TO NOTE THE FORMAL ACCOUNTS FOR THE FINANCIAL YEAR TO 31 MARCH 2023, AS PREPARED BY HUMPHRY'S ASSOCIATES.**

These were noted.

**1111 TO NOTE INTERNAL AUDITORS REPORT FOR MARCH 2023 AND YEAR END.**

This was noted as duplication of above Agenda item minute point 1108.

**1112 DATE AND PLACE OF NEXT MEETING : 7.00PM 24 JULY 2023 AT FRYERN PAVILION, GREENWAYS, CHANDLER'S FORD.**

That being the conclusion of business the meeting closed at 7.30pm.

Chairman.....