

# Greatham Parish Council

## Parish Council Meeting

**Monday 4<sup>th</sup> June 2018 at 7.30pm – St John the Baptist Church Greatham**

Dear Councillor,

You are hereby summoned to attend a meeting of Greatham Parish Council for the transaction of business set out below.

*J Ives*

Jane Ives, Clerk to the Council

29<sup>th</sup> May 2018

### AGENDA

1. **Chairman's Announcements** – To make any announcements to the Council and members of the public in attendance at the meeting.
2. **Apologies for Absence** – To declare and approve any apologies received from Councillors.
3. **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 interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
4. **Public Question Time** – To suspend standing orders for 15 minutes to allow members of the public to raise questions.
5. **Approval of Minutes of the Annual Meeting on 14<sup>th</sup> May 2018** – To review and approve the minutes of the Parish Council meeting.
6. **Matters arising from the minutes of the Annual Meeting on 14<sup>th</sup> May 2018**
7. **Review of Action Log** – To review and update the action log.
8. **Report of District Councillor** – Report from Cllr Keith Budden.
9. **Review of County Councillor** – Report from Cllr Russell Oppenheimer.
10. **Diversion of footpath at Deal Farm** – agree whether to provide a letter of support regarding an application by the owners of Deal Farm to divert the public footpath adjoining their property.
11. **Reports from representatives of Organisations, Outside Bodies, Working Parties & Groups:**
  - a) **Playground** – Cllr Cheesman
  - b) **Highways, Public Transport and Traffic** – Cllrs D Rudd & Packett
  - c) **Footpaths and Bridleway** – Cllr Packett & Mrs Booton
    - To agree any footpaths for work under the Lengthsman Scheme

*For further information regarding the village please visit [www.greatham-hants.org.uk](http://www.greatham-hants.org.uk)*

- d) **Tree Warden** – Anna Dale-Harris
- e) **Greatham Village Hall** – Cllrs C Rudd & Packett
- f) **Coryton Trust** – Cllrs Jerrard and C Rudd
- g) **Liss Greatham and Hawkley Friendship Fund** – Cllr Jerrard
- h) **EHAPTC** – Cllr C Rudd
- i) **Greatham Allotment Charity** – Cllr Jerrard
- j) **Community Forum** – Cllr Jerrard
- k) **CTCG** – Cllr Jerrard
- l) **The Old Church** – Cllrs D Rudd, C Rudd & Packett
- m) **Lengthsman Scheme** – Clerk
- n) **Website & Parish Communications** – Cllr Crick
- o) **Speedwatch** – Cllr Crick

**12. Parish Council Finances** - To present the current position of the Parish Council's finances.

**13. Annual Return and Governance Statements 2017/18**

- a. To certify that the Parish Council is exempt from submitting an Annual Governance and Accountability Return to the external auditor as the gross income or gross expenditure for the financial year 2017/18 did not exceed £25,000; and to complete the Certificate of Exemption (to be signed by the Responsible Financial Officer and the Chairman)
- b. To note the Annual Internal Audit Report contained in the Annual Governance and Accountability Return
- c. To complete and approve the Annual Governance Statement 2017/18 (to be signed by the Chairman and the Clerk)
- d. To approve the Accounting Statements 2017/18 (to be signed by the Chairman)
- e. Confirm dates for the exercise of public rights to inspect accounting records to be Monday 2<sup>nd</sup> July to Friday 10<sup>th</sup> August 2018

**14. Internal Audit Report** – to note the contents of the internal audit report prepared by Do The Numbers Ltd and agree any actions required by the Council.

**15. Approval of Payments** – To review and approve the following payments to be made to employees and suppliers for services provided to the Parish Council.

Payee	Purpose	Amount
Petersfield Town Council	Grass cutting in March (1 cut) and April (3 cuts) (VAT = £20.00)	£120.00
Headley Parish Council	Speed limit reminder deployments 2017/18 (VAT = £38.00)	£228.00
St John the Baptist Church	Room hire for March and April 2018	£49.00
Mrs J Ives	Expenses for cost of cash box for events (VAT = £4.67)	£28.00
Viking	Stationery for Clerk (VAT = £2.69)	£16.15

Hampshire Association of Local Councils	Cost of Cllr Crick attendance at Neighbourhood Planning Seminar (VAT = £3.00)	£18.00
Do The Numbers Ltd	Cost of internal audit for year ended 31 <sup>st</sup> March 2018	£190.00
Mrs J Ives	Salary 1 <sup>st</sup> June – 30 <sup>th</sup> June 2018	£476.67
	<b>Total Payments</b>	<b>£1125.82</b>

**16. Report of Planning Chairman** – to highlight any current issues.

**17. Approval of Planning Committee Meeting minutes from meetings held 24<sup>th</sup> April 2018 and 14<sup>th</sup> May 2018** – To review and approve the minutes of the meetings

**18. Matters arising from the Planning Committee Meetings held on 24<sup>th</sup> April 2018 and 14<sup>th</sup> May 2018**

**19. Planning Applications** – To discuss and agree responses to the following planning applications.

Application ref.	Address	Proposal/Designated Councillor	Consultation Expiry Date
SDNP/18/02348/FUL	Greatham Primary School, Petersfield Road, Greatham GU33 6HA	Construction of a multi-use games area (MUGA)	8 <sup>th</sup> June 2018

**20. Date of next meeting** – To remind councillors of the date of the next meeting of the Parish Council on Monday 2<sup>nd</sup> July 2018.

**21. Close of meeting**