

**All Members of the Council are Summoned to attend this Meeting**  
to be held at  
28<sup>th</sup> May 2024 at 6.30pm Braishfield Village Hall  
Members of the public are welcome to attend

1. Election of the Chairman of the Council
2. Election of the Vice-Chairman of the Council
3. Delivery of Members' forms:
  - a) Acceptance of Office
  - b) "Registration of Members' Pecuniary Interests" forms
  - c) Consent to electronic summons
  - d) Data consent form
4. Apologies
5. Disclosure of personal or financial interests in respect of the business on the agenda
6. To agree the accuracy of the Minutes of the Meeting held on Tuesday 2<sup>nd</sup> April 2024
7. Public Participation - The total time available for public participation is 15 minutes unless otherwise directed by the Chairman, and the time available for each member of the public to speak will not exceed 5 minutes
8. Adoption of "Braishfield Parish Council Standing Orders" adopted 1 May 2018
9. Adoption of "Braishfield Parish Council Financial Regulations" adopted 1 May 2018
10. Review of arrangements for the Planning Committee:
  - a) Appointment of Members to Planning Committee
  - b) Appointment of the Chairman of the Planning Committee
  - c) Appointment of the Vice-Chairman of the Planning Committee
11. Insurance: To accept the quotation for AJG Community Schemes Insurance Policy for year commencing 1 June 2024 £1690.60
12. Policies and procedures: confirmation of the list dated 28 May 2024
13. Sign the following agreements for the year ending 31 March 2025:
  - a) Hampshire Association of Local Council's Membership Document £348

14. Confirmation of the time and place of ordinary meetings of the Council up to and including the next Annual Meeting of the Council
15. For Information: Clerk's Report
  - a) Payments:
    - HALC Membership - £348.00
    - Jane Ray Salary - £764.40
    - Jane Ray mileage - £26.46
    - Mike Ray speed radar movement - £150.00
    - Village Hall Hire - £68.75 and £33.00
    - Peter Quarendon (Neighbourhood Plan website) - £71.99
    - John Murray (Internal Audit) £220.00
    - Business Stream Pond Disconnection - £762.80
    - Keith Thornton Play Area Repairs £504.00
    - HP Instant Ink - £5.49
  - b) Report of pre-authorized payments made between meetings
    - 1st May TVBC Maintenance DD - £133.65
    - 25<sup>th</sup> April HMRC - £2.64
    - 24<sup>th</sup> April Ebay - £7.42 and £9.75 (flags)
  - c) Review of the Council's expenditure incurred in year ending 31 March 2024
  - d) Report from Internal Auditor
16. Local Councils, Internal Drainage Boards and other Smaller Authorities in England, Annual Governance and Accountability Return 2022/23 Form 3 (the Annual Return):
  - a) Approval of "Section 1 Annual Governance Statement", and signing by Clerk and Chairman
  - b) Approval of "Section 2 Accounting Statements", and signing by RFO and Chairman
  - c) Approval of Conflict of Interests Form for BDO External Auditors
17. Planning decisions:
  - a) 24/00167/FULLS Rear of Willowbrook House, Braishfield - permission
  - b) 24/00553/FULLS The Cottage, Malthouse Farm, Eldon Lane - permission
  - c) 24/00934/TREES Colsons Barn, Church Lane, Braishfield - no objection
  - d) 24/00651/FULLS 7 Common Hill Road, Braishfield - permission
18. To decide comments on the following planning applications and notifications under the Town and Country Planning Act 1990:
  - a) 24/01121/OBLS Land at 1 Common Hill Road, Braishfield  
Modify or discharge a planning obligation under section 106A

19. Update on:

- a) Car Park Quotes
- b) Fence Quotes
- c) Neighbourhood Development Plan
- d) Community Asset Application
- e) 23/00660/PIPS Fairbourne Farm - response from planning officer

20. To Approve: Setting up a Community Speed Watch Group

21. Date of next meeting

Jane Ray, Clerk/RFO  
22nd May 2024  
clerk@braishfield.org.uk

