

Minutes of the Annual Meeting of Braishfield Parish Council
Held at Braishfield Village Hall 28th May 2024 (18.30 - 19.50)

Present

Members of Braishfield Parish Council:

Chairman Cllr Jane Bennett
Vice Chairman Cllr Ian Knights
Cllr Julie Benson
Cllr Richard Brazier
Cllr Michael Stubbs

Others:

Clerk/RFO, Jane Ray

Ward member:
Members of the Public: 4

1670 Election of the Chairman of the Council

It was proposed to elect Cllr Jane Bennett as Chairman of Braishfield Parish Council.

RESOLVED (Proposed by Cllr Knights and seconded by Cllr Brazier)

1671 Election of the Vice-Chairman of the Council

It was proposed to elect Cllr Ian Knights as Vice Chairman of Braishfield Parish Council.

RESOLVED (Proposed by Cllr Brazier and seconded by Cllr Bennett)

1672 Delivery of Members' forms

All Councillors present confirmed no change to the following:

Members "Declarations of Acceptance of Office" "Registration of Members' Pecuniary Interests" forms, Consent to Electronic Summons and Data Consent form.

RESOLVED

1673 Apologies

Cllr Sally Yalden and Cllr George McMenemy due to other commitments

1674 Members' Interests in the Business for the Meeting

None

1675 Accuracy of Minutes

The Council agreed the accuracy of the Minutes of the Ordinary Meeting of 02/04/2024, copies are to be signed by the Chairman.

RESOLVED

1676 Public Participation

A parishioner commented on how footpaths 8, 9 and 12 are heavily overgrown

ACTION: Cllr Knights to investigate cutting back, possible use of lengthsman

1677 Standing Orders

The Council adopted "Braishfield Parish Council Standing Orders" adopted 1 May 2018

RESOLVED

1678 Financial Regulations

The Council adopted "Braishfield Parish Council Financial Regulations" adopted 1 May 2018

It was noted that there has been a minor amendment dated 6 July 2021

RESOLVED

1679 Appointment of Members to Planning Committee

All members of the Council were appointed as members of the Planning Committee

RESOLVED

1680 Appointment of the Chairman of the Planning Committee

It was proposed to appoint Cllr Richard Brazier as Chairman of the Planning Committee.

RESOLVED

1681 Appointment of the Vice-Chairman of the Planning Committee

It was proposed to appoint Chairman Jane Bennett as Vice-Chairman of the Planning Committee.

RESOLVED

1682 Insurance

Quote from AJG Community Schemes Insurance Policy commencing 1st June 2023 £1690.60

RESOLVED

1683 Policies and procedures in place

It was confirmed that the policies are up to date.

RESOLVED

1684 Hampshire Association of Local Council's Membership Document

The Council acknowledged receipt of the membership document for Hampshire Association of Local Councils for the forthcoming year and approved payment (£348.00)

RESOLVED

1685 Time and place of ordinary meetings

The Council agreed a schedule of ordinary meetings - the first Tuesday of every month in the Village Hall and Planning meetings when required. The annual meeting will be held in May 2025

RESOLVED

1686 Clerk's Report

a) Payments to be made:

£348 HALC Membership

£764.40 Jane Ray (salary)

£26.46 Jane Ray (mileage)

£150.00 Mike Ray (movement of speed radar)

£68.75 and £33.00 Village Hall Hire

£71.99 Peter Quarendon (NDP website)

£5.49 Jane Ray (printer ink)

£220.00 John Murray (Internal Audit)

£762.80 Business Stream (Pond Disconnection)

£504.00 Keith Thornton (Play Area repairs)

b) Report of pre-authorized payments

£2.64 HMRC

£133.65 TVBC Maintenance May

£7.42 and £9.75 (flags)

c) The Council accepted the review of the Council's expenditure incurred in year ending 31 March 2024

d) Nothing to report from Internal Audit

1687 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 **APPROVED**
- b) Approval of “Section 2 Accounting Statements”, and signing by RFO and Chairman **APPROVED**
- c) Approval of Conflict of Interests Form for BDO External Auditors **APPROVED**

1688 Planning Decisions:

- a) 24/00167/FULLS Rear of Willowbank 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

1689 Planning Applicatons:

- a) **24/01121/OBLS Land at 1 Common Hill Road, Braishfield**
Modify or discharge a planning obligation under section 106A
NO COMMENT
ACTION: Cllr Yalden to investigate how the parish council can secure 106 funds in the future

1690 Update on:

- a) Car Park Resurfacing Quote
A comprehensive quote has been received, chasing contractors for two others
ACTION: Clerk to contact
- b) Recreation Ground Fence Quote
Still waiting to receive quotes
ACTION: Clerk to chase
- c) Neighbourhood Development Plan
Latest minutes have been circulated
ACTION: Clerk to invite Mark Sennit to next meeting for an update
- d) Community Asset Application
Cllr Benson has done a lot of work on this and is waiting for a meeting with the social club committee
- e) 23/00660/PIPS Fairbourne Farm
The council is disappointed with the response from the planning officer and now awaits a full application

1691 Community Speed Watch Group

The council feel this could be a positive solution and will discuss at the next meeting

ACTION: Clerk to obtain information re post price for new radar position, cost of speed equipment and training involved

1692 Next Meeting

The next meeting is the 2nd July 2024 in Braishfield Village Hall.

Signed Chairman: _____

Date: _____