



East Tisted Parish Council

Agenda for the Annual General Meeting of East Tisted Parish Council to be held on Thursday 26th May 2022 at 6.30pm

- Summoned:** Phil Cutts (Councillor and Chairman)
Helen Evison (Councillor, Clerk & RFO)
Peter Finch (Councillor)
Sandra Nichols (Councillor)
Colin Rule (Councillor)
- By Invitation:** Mick Crumplin (Village Hall Management Committee)
Charles Louisson (District Councillor)
Russell Oppenheimer (County Councillor)
Dan Ross (Hampshire Constabulary)
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The period of time designated for public participation shall not exceed 15 minutes with each member of the public speaking once only and for a maximum of 2 minutes. Any question asked shall not require a response or debate unless that item is already on the agenda.

1. Nomination and Election of Chairman and Vice-Chairman for 2022-23

- Members to propose, second and formally vote in a Chairman for 2022-23
- Members to propose, second and formally vote in a Vice-Chairman for 2022-23

2. Apologies and Welcome

Members to receive apologies and welcome those present.

3. Declaration of Interests

Members 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, Councillors may not participate in any discussion of, or vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. Councillors must withdraw from the room or chamber when the meeting discusses and votes on the matter.

4. Public Forum

- Members of the public who wish to speak will be invited to do so now.
- Update from Rob Jones (Hampshire Constabulary).
- It is proposed that updates from Russell Oppenheimer (County Councillor), Charles Louisson (District Councillor), Mick Crumplin (Village Hall) and Cllr Colin Rule (Neighbourhood Watch) be held over to the Annual Parish Meeting, starting at 7.30pm unless they should be unable to stay.
- The Chairman will now close the meeting for public participation.



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5. Minutes of the previous meeting and matters arising.

Members to receive the minutes of the meeting held on 17th March 2022 and agree for the Chairman to sign them as an accurate record.

It is proposed that updates further to items 5.4, 7 and 8, i.e: the pond area, highways and the Platinum Jubilee be held over to the Annual Parish Meeting.

6. Annual Business

- Members to review and, where appropriate adopt:
 - a. The Model Standing Orders
 - b. The Financial Regulations/system of internal control
 - c. The Financial Risk Assessment
 - d. The Inventory of Assets
 - e. Annual Subscriptions to other bodies – HALC/NALC £152.85 (down from £156.54)
- Members to confirm the insurance arrangements – To consider quotations
- Members to appoint a representative to the Village Hall Management Committee
- Members to determine the time and place of ordinary meetings of the Council up to and including the next Annual General Meeting. Proposed dates Thursday 25th August 2022, Tuesday 13th December 2022, Tuesday 14th March 2022 and Thursday 25th May 2022.

7. Correspondence received

To consider correspondence received, if any.

8. Planning

To consider applications SDNP/22/01791/LIS and SDNP/22/01790/HOUS both relating to the demolition and replacement of a conservatory and a garden building at Tisted House.

9. Facilities

- To consider the proposed new lease for the recreation ground, if available.
- To consider the licence for use of land behind the Village Hall, if available.

10. Responsible Financial Officer

- a. Members to receive the Internal Audit Report Letter and signed Audit Report (page 4 of the Annual Governance & Accountability Return (AGAR) for 2021-22
- b. Members to receive and approve for the Chairman to sign
 - (i) the Certificate of Exemption from external audit for 2021-22, both income and expenditure being below £25,000 (page 3 of the AGAR)
 - (ii) the Annual Governance Statement 2021-22 (page 5 of the AGAR) and
 - (iii) the Accounting Statements for 2021-22 (page 6 of the AGAR)(ii) and (iii) having been internally audited
- c. Members to note that the period for exercise of public rights to inspect the 2021-22 accounts is planned to be from Monday 27th June to Friday 5th August 2022 inclusive.
- d. Members to review the effectiveness of internal audit and agree retention of the internal auditor for 2022-23.
- e. Members to receive and approve for the Chairman to sign the Financial Statement and Bank Reconciliations since the last meeting
- f. Members to receive and approve for the Chairman to sign the Budget Monitoring report 2022-23 to date
- g. Members to authorise the following subscriptions and payments:
 - Internal audit fee 'Lightatouch' for 2021/22 review - £110 (unchanged)
 - Insurance – refer 6e above
 - Additional microphone and socket for the hearing loop (estimated at £100, refer 5.3 of the minutes of 17th March 2022)



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- h. Members to consider the following grant requests
 - Home Start
- i. Review of the banking mandate and use of on-line payments

11. Date of next meeting

To confirm the date of the next meeting as resolved in item 6 above.

Helen Evison
Clerk & Responsible Financial Officer
17th May 2022