



East Tisted Parish Council

Agenda for the Annual General Meeting of East Tisted Parish Council to be held on Thursday 11th May 2023 at 6.00pm

Summoned: Phil Cutts (Councillor)
Helen Evison (Councillor)
Carl McBean (Councillor)
Sandra Nichols (Councillor and Chairman)
Colin Rule (Councillor)

By Invitation: Mick Crumplin (Village Hall Management Committee)
Charles Louisson (District Councillor)
Russell Oppenheimer (County Councillor)
Mark O'Hanlan (Hampshire Constabulary)

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 2023-24

- Members to propose, second and formally vote in a Chairman for 2023-24
- Members to propose, second and formally vote in a Vice-Chairman for 2023-24

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.
- It is proposed that updates from Russell Oppenheimer (County Councillor), Charles Louisson (District Councillor), Mick Crumplin (Village Hall), Cllr Colin Rule (Neighbourhood Watch), Mark O'Hanlan (Hampshire Constabulary) and Cllr Colin Rule (Highways) be held over to the Annual Parish Meeting, starting at 7.00pm unless they should be unable to stay.
- The Chairman will now close the meeting for public participation.

5. Minutes of the previous meeting and matters arising.

Members to receive the minutes of the meeting held on 14th March 2023 and agree for the Chairman to sign them as an accurate record.

6. Annual Business

- Members to review and, where appropriate adopt:



East Tisted Parish Council

- 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 –
 - 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 24th August 2023, Tuesday 12th December 2023, Tuesday 12th March 2024 and Thursday 23th May 2024.
- f. Register of Interest to be completed by all Councillors after Election.

7. South Downs National Park

SDNP is looking to elect a Parish representative to the authority.

8. EHDC Emergency Response Plan

To receive a report from Dave Crowther, who kindly attended a recent meeting.

9. Correspondence received

To consider correspondence received, if any.

10. Planning

SDNP/23/01557/CND – The Old Coach House

11. Facilities

- Update on the recreation ground, Village Hall and Village green/pond

12. 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 2022-23
- b. Members to receive and approve for the Chairman to sign
 - (i) the Certificate of Exemption from external audit for 2022-23, both income and expenditure being below £25,000 (page 3 of the AGAR)
 - (ii) the Annual Governance Statement 2022-23 (page 5 of the AGAR) and
 - (iii) the Accounting Statements for 2022-23 (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 2022-23 accounts is planned to be from Monday 5th June to Friday 14th July 2023 inclusive.
- d. Members to review the effectiveness of internal audit and agree retention of the internal auditor or request quotes for 2023-24.
- 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:
 - Parish Clerk Salary for April 2023
 - Insurance Renewal

13. Date of next meeting

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

Pippa Cockhead



East Tisted Parish Council

Clerk & Responsible Financial Officer