



East Tisted Parish Council

Minutes for the Annual General Meeting of East Tisted Parish Council, Held on Tuesday 19 May 2026 at 6.30pm

Present: Phil Cutts (Councillor)
Helen Evison (Councillor)
Carl McBean (Councillor)
Sandra Nichols (Councillor & Chair)
Colin Rule (Councillor, Vice-Chair & Community Correspondent)
Pippa Cockhead (Clerk & RFO)
Charles Louisson (District Councillor)
Nick Drew (County Councillor)
Fiona Hyde (Village Hall Treasurer)
Karen Sherwood (Community Garden)
4 Villagers

Apologies: Jessica Hornsby (Hampshire Constabulary)

The meeting opened at 6.30pm

1. Nomination and Election of Chair and Vice-Chair for 2026-27.

The Vice Chair took the Chair for the election of the New Chair, asking for nominations. Cllr Cutts proposed Cllr Nichols which was seconded by Cllr Evison. There being no further nominations and all being in favour, Cllr Nichols was elected as Chair for 2026-27.

Cllr Rule declared his wish to remain on the council but not to stand again as Vice-Chair due to poor health. Cllr Rule would continue his Community Correspondent role in the meantime. Cllr Nichols thanked Cllr Rule for his support and wise words over the past year.

Cllr Nichols then took the Chair and proposed not to have a Vice-Chair for 2026-27 which was seconded by Cllr Evison and all being in favour, there will be no Vice-Chair for 2026-27.

2. Welcome, arrangements for the meeting and apologies

The Chair welcomed all, especially Cllr Nick Drew as our newly elected County Councillor, and outlined arrangements for the meeting. Apologies were received from Jessica Hornsby.

3. Declaration of Interests

Cllrs Cutts and Rule declared an interest in item 8 on the agenda.

4. Public Forum

a. Questions from the floor were held over to the Annual Village Meeting following the AGM

No further contributions were made by the public.

b. **Cllr Nick Drew (County Council)** reported that the new County Council had yet to meet and agree the structure of the new council. However, he was able to confirm that the new County Council would contest the LGR decisions that had been put forward. Cllr Drew also confirmed his commitment to issues affecting Petersfield Hangers, especially Potholes and Speeding. He suggested that parish councils needed to correlate reported potholes and forward to him. **Action: SN.** With respect to speeding, there is the potential to get another SID camera for the village.

Action: CM

Q. Does the frequency of reporting a pothole have any effect?



East Tisted Parish Council

A. Yes, keep reporting each pothole multiple times. If it has not been repaired in 2 ½ months, make a complaint, copying in Cllr Drew. Temporary fixes should still require a permanent fix.

There was no report/update from the **Hampshire Constabulary**.

The **District Council, Village Hall and Community Garden** reports were held over to the Annual Village Meeting following the close of this meeting.

Cllr Colin Rule, Community Correspondent had nothing new to report.

The Chair thanked all and closed the meeting for public participation.

5. Minutes of the previous meeting and matters arising

The Minutes of the meeting held on 19 March 2026 were accepted as an accurate record and signed by the Chair. Action points and matters arising:

- **Broken Fence:** A villager had raised the issue of the broken fence around the cricket pitch and it had been suggested that a contact number be placed on the gates of where the sheep are kept in case of emergency. The Chair had taken this up with the estate who reported back to say that they would see to the fence and take up the matter of signs with a contact number with the contractor. It was confirmed that the fencing had been seen to, but as yet there is nothing on the gates, the Chair will follow up. **Action: SN**
- **Stiles to Gates: Alton Ramblers** – The Friday walking group has taken photos of the stiles on the main footpaths and the information has been provided to Alton Ramblers.
- **'20 is Plenty'**; Stickers for wheelie bins are available for the council to purchase, as long as they do not obstruct highways or distract drivers, grants possibly available through County Council. These would only be seen on bin day, questioning whether it is a good use of council funds. Signage on telegraphs poles or new poles would be looked into, although permission maybe needed for the later, potentially with a cost. There is still the consideration of lobbying for a 20 limit through the village, although the council acknowledge there would be a considerable cost involved. Further investigating is needed. **Action: SN**
- **InPost lockers:** The Chair has contacted the InPost company twice with no response; there is an online form, but no telephone number to speak to anyone. The Chair has also contacted the Royal Mail Parcel Locker service and has submitted an expression of interest – they will get in touch if they think it could a good site for a Royal Mail Parcel Locker. Awaiting update. **Action: SN**

6. Annual Business

a. Members reviewed the following documents en mass and where appropriate these were adopted. Proposed Cllr Nichols, seconded Cllr Cutts, all agreed:

- The Model Standing Orders
- The Financial Regulations
- The Financial Risk Assessment
- The Inventory of Assets

b. Members reviewed the following new policies en mass and where appropriate these were adopted. Proposed Cllr Nichols, seconded Cllr Evison, all agreed:

- Prevention of Sexual Harassment
- Data Retention
- Data Protection
- IT

Members also reviewed the following existing policies en mass and where appropriate these were adopted. Proposed Cllr Nichols, seconded Cllr Rule, all agreed:

- Health and Safety Policy
- Safeguarding



East Tisted Parish Council

- Code of Conduct

c. The Annual subscription of HALC/NALC (£161.00) was approved – proposed Cllr Nichols, seconded Cllr Cutts, all agreed.

d. Village Hall Management Committee: Cllr Nichols volunteered to continue in this role. Cllr Rule proposed and Cllr Evison seconded the nomination, with agreement from all.

e. Meetings for 2026/27: Members agreed the time and place of ordinary meetings of the Council up to and including the next Annual General Meeting. Tuesday 15 September 2026 at 6.30pm; Thursday 10 December 2026 at 6.30pm; Thursday 18 March 2027 at 6.30pm and Tuesday 18 May 2027 at 6.30pm, followed by the Annual Village Meeting at 7.30pm.

7. Insurance Renewal

Quote responses were received from:-

Clear Council - £744.53 for 1yr, £733.23 for 3yrs; CAS – £390.05; Zurich (current provider) - £368.21.

Members agreed to remain with Zurich for 2026/27, proposed Cllr Evison, seconded Cllr Rule, all agreed. The clerk to contact Zurich. **Action: Clerk**

8. Correspondence received

- The Council has received the annual grant request from St James Church. Cllrs Cutts and Rule declared an interest in the matter and did not take part. The remaining councillors agreed to the request and the donation of £375. Proposed Cllr Evison, seconded Cllr McBean. **Action: Clerk**

- Correspondence has been received from EHDC highlighting that MHCLG have confirmed that from 29 June 2026, councils in England will no longer be required to publish the home addresses of councillors or co-opted members in public registers of interests, following changes introduced through the English Devolution and Community Empowerment Act 2026. All councillors present agreed for their information to be redacted. No action is required by the council for this to take place. However, the ETPC website will need to be updated. **Action: Clerk**

9. Planning

SDNP/26/01073/FUL; The Forge, Gosport Road; Conversion and subdivision of existing dwelling. ETPC has supported the application, subject to clarification of parking situation.

SDNP/26/01409/TCA; Tisted House, Gosport Road; Tree work. ETPC has supported the application.

SDNP/26/00944/LIS; Rotherfield Park; Repair and maintenance to listed building. ETPC has supported the application.

Post Office Stores; Tim Brown forwarded information about development ideas for the Post Office Stores (this was not a formal application). The estate have been approached about converting the building into a 20 cover establishment. The council agreed to await further information and suggested that a community meeting may be appropriate going forward. Feedback would be given to the estate. **Action: SN**

10. Highways

- Village Speed Camera information: Cllr McBean reported that there had been an accident that shut the A32 recently. Still concerns about Station Road being used as a short cut.

- Update on HCC and grant improvements: Work has started on the extending of the footpath to the recreation ground.

11. Facilities

- **Recreation ground**: Still waiting a final draft from the estate. **Action: SN**



East Tisted Parish Council

- **Village hall:** This update is carried over to the Annual Village Meeting following the close of this meeting.
- **Village green/pond:** The liner is definitely damaged. The Chair will seek advice from the experts/contractors and to how much it would cost to replace. The council would also consider alternative suggestions, including:- making the pond smaller; patching the liner; removing the pond altogether. There is still a concern about how the pond is being fed with new water.
Action: SN

12. Responsible Financial Officer

a. Councillors received and reviewed the Internal Audit Report Letter for 2025-26 and the chairman signed Audit Report (page 4 of the Annual Governance & Accountability Return (AGAR) for 2025-26. As a result of the Internal Report Letter from the auditor, the following discussions took place:

Cashbook Report: Uploading the full cashbook when the AGAR is approved. **Action: RFO**

GDPR: Avoid naming members of the public in the minutes. **Action: Clerk**

Review of Internal Control: The council reviewed and adopted the Internal Controls policy, this will be reviewed annually and uploaded onto the ETPC website. **Action: Clerk**

Clerk's rate of pay: This is included in the Budget/Precept during December meeting.

FOIA publication scheme: The council reviewed and adopted the Freedom of Information Act policy, this will be reviewed annually and uploaded onto the ETPC website. **Action: Clerk**

AGAR Forms and Audit Requirements: To ensure that all prior AGAR information is correctly published. **Action: Clerk**

Assertion 10 Requirements: The council to carry out a data audit annually. The council reviewed and adopted the IT policy, this will be reviewed annually and uploaded onto the ETPC website. **Action: Cllrs/Clerk**

b. Councillors received and approved for signature by the Chair:

(i) the Certificate of Exemption from external audit for 2025-26, both income and expenditure being below £25,000 (page 3 of the AGAR)

(ii) the Annual Governance Statement 2025-26 (page 5 of the AGAR) and

(iii) the Accounting Statements for 2025-26 (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 2025-26 accounts would be from Wednesday 3 June to Tuesday 14 July 2026 inclusive. Appropriate documentation would be displayed on the notice board and uploaded to the website. **Action: RFO**

d. Members agreed the effectiveness of the internal audit and agreed retention of 'Do the Numbers Ltd' as the internal auditor for 2026-27. Proposed Cllr Evison, seconded Cllr Cutts.

e. Councillors received and approved for signature by the Chair the Statement of Financial Transactions and the Bank Reconciliation since the last meeting, including year end. The current balances:-

Current Account £3,408.57

Deposit Account £8,203.23

f. Councillors received and approved the latest Budget Monitoring and Forecast report, including year end.

g. Councillors agreed the following subscriptions and payments:

- Received the First Instalment of Precept 2026-27; £3203.18
- HALC/NALC Affiliation fees; £161.00
- TEEC Hosting fees; £187.00
- Chris Fuller April-October; £1,100.00
- Clerk Salary April 26; £233.22
- 'Do the Numbers' fees; £175.00
- Transfer from current to deposit account; £1,000.00



East Tisted Parish Council

13. Date of next meetings

Tuesday 15 September 2026 at 6.30pm at East Tisted Village Hall

Thursday 10 December 2026 at 6.30pm, East Tisted Village Hall

Thursday 18 March 2027 at 6.30pm, East Tisted Village Hall

Tuesday 18 May 2027 AGM at 6.30pm followed by Annual Village Meeting at 7.30pm, East Tisted Village Hall

Meeting Closed at 7.43pm

Pippa Cockhead
Clerk & Responsible Financial Officer
May 2026

Agreed as a true and correct record.

Signature..... Chair Date.....