

PRESTON CANDOVER AND NUTLEY PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE COUNCIL

Date:	Monday 15 th May 2023	Time:	7:30pm
Venue:	Preston Candover Village Hall, Preston Candover		
Present:	Robin Human	Vice Chairman	
	Daphne Prosser		
	Tish Owencroft		
	Luke Sherbrooke		
	Charles Bradshaw	Chair of Allotment Charity	
	Carolyn Dawnay	Trustee of Allotment Charity	
	Tara Paul		
	Wendy Simson	Clerk	
Apologise:	Cllr Juliet Henderson	County Councillor	
	Paul Gaskell	Borough Councillor	
	Rebecca Kennelly		

1354 Election of Chairman

Cllr Human agreed to be considered for the Chairman role, there were no other nominations. Cllr Owencroft proposed the appointment and Cllr Sherbrooke seconded; the Council elected Cllr Human unanimously as Chairman.

1355 Election of Vice Chairman

Cllr Kennelly agreed prior to the meeting to stand as Vice Chair, there were no other nominations. Cllr Sherbrooke proposed the appointment and the Chairman seconded; the Council elected Cllr Kennelly unanimously as Vice Chairman.

1356 Agreement of roles and responsibilities

The Councillors agreed to postpone allocating roles to the next meeting when new Councillors have been co-opted. The roles to be allocated are:

- Flooding.
- Highways including street lighting.
- Play Area.
- Website.
- Rights of Way, Foot Paths, and Bye-ways.
- Lengthsman and ground maintenance.

Action: Clerk to include on Parish Council agenda for July

1357 Statement of activities for 2022/23

- Plans for the Solar Farm at Preston Farm have been approved and £40,000 negotiated as a Community Benefit Fund.

- Meeting with School on 5th April 2022 to discuss parking and speeding in Preston Candover.
- Presentation from Q2 Development on 20th June 2022 about a possible development on Wield Road of 10 new dwellings.
- Jubilee celebrations including:
 - Beacon at Preston Farms
 - Treasure Hunt
 - Best Dressed home
 - Big Lunch
- Refurbishment of children's play area
- Reactivate QR code for map board content.
- Localised flooding issues
- New metal backs for noticeboards in Axford and Nutley
- Lengthsman scheme extended for at least two more years.
- Elections

Planning applications in 2022/23 (14 in total, 8 property and 6 for tree work)

- **Land At Grange Mead** - Erection of one new dwelling and garage with associated landscaping and the reinstatement of a historic access (21/03193/FUL) - **REFUSED**
- **Lower Farm** – T1 Lime: reduce the crown by 50% to second major fork, T2 Sycamore: Fell (T/00167/22/TCA) - **GRANTED**
- **Jasmine Cottage** - Erection of double storey rear extension and repositioning of front door, porch canopy and window. Alterations and extension to garage. Associated external works (22/00807/HSE) - **GRANTED**
- **St Mary's Church** – T20 Irish Yew: Crown reduce by 1.5m on east and west side of the crown to balance the line aesthetically with other Yews. T22 Irish Yew – Crown reduce by 2m to balance the line aesthetically with other Yews. T21 Beech: Crown reduce by 3m to reduce weight on decayed point of bifurcation on trunk at 7m. T30 Sycamore: Crown lift lower branches away from other trees to give 1 to 1.5m clearance. (T/00191/22/TCA) - **GRANTED**
- **Land At Preston Candover Church Lane** - Erection of a 28 MW Solar PV Array, comprising ground mounted solar PV panels, vehicular access from Preston Farm with internal access tracks, landscaping and associated infrastructure including security fencing, CCTV cameras, and grid connection infrastructure including transformers, substation compound buildings and cabling route to the point of connection (21/03398/FUL) - **GRANTED**
- **Down Farm** - Erection of new grain store at Down Farm to store arable crops harvested from the surrounding countryside (22/02191/AGPD) - **GRANTED**
- **Adjacent To Appletree House** - Fell 3 Conifers and replant. (T/00351/22/TCA) - **GRANTED**
- **Ridgeview Dummer Road Axford** - Demolition of existing porch and garage with single storey side and rear extensions and associated alterations (22/02971/HSE) - **GRANTED**
- **Preston Farm** – Mature Beech Tree in small triangle of woodland near B3046 junction with Bradley Road, marked with paint dot. The tree is in decline and has obvious fruiting bodies of decay fungus, due to its proximity to a road junction, it is proposed to remove it to ground level and a replacement Beech Tree will be planted in its place. (T/00494/22/TCA) - **GRANTED**

- **Garden Cottage Moundsmere** - Erection of a stable block (retrospective) (22/03213/RET) - **GRANTED**
- **The Pump House** - Variation of conditions 1 and 3 of 20/03435/HSE to replace the approved flat roof with a pitched roof with a hidden smaller flat roof area, amend/alter the doors/windows and render on the walls (22/03322/ROC) - **GRANTED**
- **2 Whitegates** – 1 Apple Tree: crown reduce by approximately 30%, 1 front garden tree: cut back 20-30%, within keeping with our neighbours (T/00006/23/TCA) - **GRANTED**
- **The Old Post House, Preston Candover** - Yew tree: prune. (T/00063/23/TPO) – **PART GRANTED/PART REFUSED**
- **Land Part of the Moundsmere Estate** - Retrospective siting of 1 no. holiday cabin and the associated change of use of land and parking. (23/00435/RET). – **NOT YET DECIDED**

Summary of financial statement for 2022/23 (full accounts are available on website)

- £10,528 income from Basingstoke and Deane
- £4,962 in Neighbourhood CIL
- £1,005 VAT refund
- Total income for 20/21 - £16,558
- Total payments made - £10.628.
- Opening balance £7,624.04 (1st April 2022)
- Closing balance £13,554.33 (31st March 2021)
- This includes £2,376 for youth projects which came from the sale of the skate ramp and the closing balance of the Youth Club.

1358 Internal Auditors Report

The Internal Auditor has reviewed the accounts and prior to the meeting the Clerk circulated the report along with posting this on the Parish Council website. The Auditor made the following comments:

You will see that I marked three of the boxes on my part of the AGAR as No. The reasons for this are:

- Box B – not all vouchers (mainly relating to the Jubilee) were available to me. Also, a number of payments were agreed by Councillors (detailed on a separate schedule) which was not appended to the minutes.
- Box C – As there were problems with the insurance there was a period between renewal (June 2022) and a policy being in place (January 2023) that the Council was uninsured for ANY events including Public Liability.
- Box I – if periodic reconciliations had taken place the fact that the insurance cheque had not been cashed would have been discovered more quickly and the resulting problems avoided.

The Clerk apologised for the issue with the insurance, and it was agreed that payments be reconciled prior to every meeting and any uncashed cheques recorded. It has also been suggested that one of the Councillors agree to complete a review of the accounts at the half year point to verify the payments.

Any payments not supported by a receipt will be presented with an explanation and Councillors to record approval of payment.

Action: Clerk to amend the Standing Orders to ensure these actions are detailed.

1359 Certificate of Exemption

Prior to the meeting the Clerk circulated the Annual Governance and Accountability Return (AGAR). The exemption certificate on page 3 of the form was signed as the Parish Council income and expenditure both fall below £25,000.

1360 Annual Governance Statement (Section 1)

The Clerk read out the 8 statements from page 5 of the AGAR, the Councillors agreed with these statements following the Audit Report and agreed actions. Point 9 does not affect Preston Candover & Nutley Parish Council as there are no Trust Funds.

1361 Sign off audited accounts for 2022/23 (Section 2)

The Councillors agreed they had read the AGAR along with the Annual Accounts and confirmed the Accounting Statement to be accurate, the Chairman signed page 6 of the AGAR.

1362 Nomination of Allotment Charity Trustees

Charles Bradshaw gave a short synopsis of the Allotment Charity and the history of the fund. The Charity has five Trustees of which 3 are nominated by the Parish Council for a period of 4 years. Due to the retirement of Daphne Prosser and Richard Walker, Charles has been elected as the new Chairman and presented himself, Carolyn Dawnay and Eileen Jamieson as the three Trustees for the Parish Council nomination.

The Parish Councillors approved the nominations.

Charles asked for the Parish Councillors to ensure that anyone who may need support from the Charity are given contact details and assured that all applications are dealt in complete confidence with only the five Trustees and the Clerk seeing any of the documentation.

Charles asked that thanks be recorded to Daphne and Richard for their years of service.

1363 Co-option of new Councillor

The Chairman formally welcomed Tara to the meeting, Tara attended the March meeting as a prospective new Councillor and agreed to be co-opted onto the Parish Council. Cllr Owencroft proposed the nomination, and the Chairman seconded it, Cllr Paul was formally co-opted as a Councillor.

The Clerk informed the Parish Council that a prospective Councillor for Axford had been approached, and the Councillors were asked to speak to any Preston Candover residents to come forward.

1364 Thank you to retiring Councillors.

The Chairman presented Cllr Owencroft and Cllr Prosser with a card and gift as thanks for their service to the Parish Council. Both Cllrs said a few words.

1365 Bank Mandate

The Chairman asked the Clerk to complete a new Bank Mandate to remove Daphne and Tish and Cllr Paul and Cllr Sherbrooke agreed to take on the role.