

**MINUTES OF THE MEETING OF HASTINGLEIGH PARISH COUNCIL
ON 14th MAY 2024 HELD IN EVINGTON VILLAGE HALL**

Present:

Cllr Day (Chair)
Cllr Helmer

Cllr Dryland
Cllr Jakeman

Two members of the public, Cllr Betty and the Clerk.

		To be actioned by
1.	Election of the Chairman and any Vice-Chairman for the Council year 2024-25	
	Cllr Helmer proposed that Cllr Day be elected as Chair. Cllr Dryland seconded this. Cllr Dryland proposed that Cllr Helmer be Vice-Chair. Cllr Day seconded this.	
2.	Completion of the Declaration of Acceptance of Office Form	
	The Declaration of Acceptance of Office Form was completed by the Chair.	
3.	To receive and approve apologies for absence.	
	There were no apologies for absence.	
4.	To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.	
	There were no declarations of interest made.	
5.	To approve the minutes of the meeting held on 12th March 2024	
	The minutes were signed as a true record.	
6.	To discuss matters arising from the above minutes not covered by the agenda.	
	There were no matters arising from the above minutes.	
7.	To receive reports from the Borough Councillor	
	Cllr Betty had circulated his report. Cllr Betty reported that Ashford Borough Council are advertising Borough wide D-Day 80 events. Cllr Betty reported that he hold £3,000 as his Ward Members Grant for 2024-25. There are still some teething problems with bin collections. Suez will incur penalties once the collection has been in place for 3 months. Recycling has improved so the smaller vehicles are being filled up quicker than was anticipated.	
8.	To discuss the Code of Conduct as requested by Terry Mortimer	
	Complaints received by the Borough Council cost approx. £4,000 per annum. It was agreed that awareness training would be a good resolution to the issue.	
9.	Public Session: To receive questions and comments from the public on any agenda item	
	A member of the public expressed concern about the pub house ownership and was worried that the public house had not been registered as an Asset of Community Value. There was a discussion surrounding the value of registering the public house as an asset of community value as it could be used as a material consideration if there were to be a Change of use application. The Parish Council agreed to see if there was any desire to register the pub as an ACV. The member of the public asked what was happening at Cold Blow as there is some hardcore being put down and an area cleared. This would be for the barn that has received Prior Notification	

	Approval.	
10.	To confirm eligibility to use the General Power of Competence	
	<p>The meeting confirmed that with the Clerk holding a recognised professional qualification (Certificate in Local Council Administration) and the Council meeting the electoral mandate of having at least two-thirds of the council elected, the Parish Council is eligible to use the General Power of Competence. Resolved – that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965. The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, the council adopts the General Power of Competence from 14th May 2024 until the next relevant Annual Meeting of the Council.</p> <p>The resolution was correctly proposed and seconded (unanimous).</p>	
11.	Appointment and Scope of the Internal Auditor	
	The meeting was circulated with the Clerk's recommendations regarding the Internal Auditor for 2024-25. The Parish Council approved that Mrs Lister should be appointed as the Internal Auditor for 2024-25.	
12.	To review the effectiveness of the System of Internal Controls: Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement.	
	The Parish Council reviewed and agreed the System of Internal Controls.	
13.	Financial matters:	
	<p>To approve the following financial documents:</p> <p>To receive the end of year accounts</p> <p>The Parish Council received and approved the end of year accounts.</p> <p>To confirm that the Council can verify itself as exempt from the "limited assurance review" and complete the Certificate of Exemption.</p> <p>The Parish Council confirmed that it can verify itself as exempt from the limited assurance review and completed the Certificate of Exemption.</p> <p>To receive the report from the Internal Auditor</p> <p>The Parish Council received the report from the Internal Auditor.</p> <p>To approve the Governance Statement 2023/24, section 1 of the AGAR for the year ending 31 March 2024</p> <p>The Parish Council approved the Governance Statement 2023/24, section 1 of the AGAR for the year ending 31 March 2024</p> <p>To consider and approve the Accounting Statements 2023/24, section 2 of the AGAR for the year ending 31 March 2024 and the supporting Bank Reconciliation as at 31st March 2024, the explanation of significant variance. To ensure that the Accounting Statements 2023/24 are signed and dated by the person presiding at the meeting.</p> <p>The Parish Council considered and approved the Accounting Statements 2023/24, section 2 of the AGAR for the year ending 31 March 2024 and the supporting Bank Reconciliation as at 31st March 2024, the explanation of significant variance. The Accounting Statements 2023/24 were signed and dated by the person presiding at the meeting.</p> <p>To note the Parish Council's financial position for the beginning of the new Financial Year.</p> <p>The Parish Council noted it had £2307.20 in the bank account.</p>	

	To authorise any payments The payments were authorised:	
14.	To agree payment to the Joint Asset Management Group, £700.00. Elmsted PC to pay one-off £1400.00 payment this year to cover historical expenditure, going forward it is anticipated that Elmsted POC will pay circa £900 per annum, Hastingleigh PC paying the insurance and rent independently so their contribution is £700.00 per annum.	
	Hastingleigh PC confirmed that it agreed to pay £700 towards the cost of the upkeep of the Football Field for 2024-25.	
15.	To agree and adopt the Joint Asset Management Open Space Policy.	
	The Parish Council agreed and adopted the Joint Asset Management Open Spaces Policy.	
16.	To approve the Financial Regulations, Standing Orders, Asset Register and Risk Assessment and confirm arrangements for insurance cover in respect of all insured risks.	
	The Parish Council approved the Financial Regulations, Standing Orders, Asset Register and Risk Assessment and confirmed arrangements for insurance cover in respect of all insured risks.	
17.	Review of the Council's subscriptions to other bodies ie KALC	
	The Parish Council reviewed the Council subscription to KALC.	
18.	Review of the Council's complaints procedure:	
	The Parish Council reviewed the Council's complaints procedure.	
19.	Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21)	
	The Parish Council reviewed the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21)	
20.	Review of the Council's Policy for dealing with the press/media	
	The Parish Council reviewed the Council's Policy for dealing with the press/media	
21.	Review of the Council's employment policies and procedures	
	The Parish Council reviewed the Council's employment policies and procedures.	
22.	To consider any changes to the Risk Assessment.	
	The Parish Council considered the Risk Assessment and there were no changes to be made.	
23.	Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters	
	There were no new applications to discuss.	
24.	Any Other Business (for information purposes only):	
	<p>A branch hanging down on the Football Field had been reported to Cllr Helmer. The Clerk had walked the field recently and there were no branches hanging down.</p> <p>Cllr Jakeman agreed to ask his associate to price the map board repairs. The football post repairs are the responsibility of the Joint Asset Management Group.</p> <p>The benches at the pond need some assessment.</p> <p>Cllr Dryland asked about the call for sites, there were no sites brought forward in Hastingleigh.</p> <p>The member of the public asked if the Parish Council would consider purchasing a Weather Station to</p>	

	assess for storms. It was felt that this was more of an issue for the local farming community to be approached about.	
25.	Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.	
	<div> <div> Tuesday 9th July 2024 Tuesday 12th November 2024 Tuesday 11th March 2025 </div> <div> Tuesday 10th September 2024 Tuesday 14th January 2025 Tuesday 13th May 2025 </div> </div>	
26.	Date of the next meeting	
	Tuesday 9 th July 2024	
27.	Resolution to exclude the public	
	It was resolved that under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, because of the confidential nature of the business to be dealt with, the Public and Press leave the meeting during discussion of item 28, namely to agree the winner of the Les Johnson Community Award 2024.	
28.	To agree the Les Johnson Community Award 2024 Recipient	
	It was agreed in a closed session of the Parish Council who should be awarded the Les Johnson Community Award in 2024. The inaugural award will be presented to Mr Argar at the D-Day 80 Commemoration Tea.	

Signed:

Date: