

MINUTES OF MOTTISFONT PARISH COUNCIL ANNUAL MEETING **Held on Wednesday 16th May 2018 at 7.30pm in the village hall.**

PRESENT: Parish Cllrs Jeff Channing, John Millns, Gareth Jenkins, Julia Barnett, Peter Barnett, Andy Simmonds and clerk to the council, Sue Holder.

18/001 ELECTION OF CHAIRMAN: Cllr Jeff Channing was unanimously elected as Chairman, having been nominated by Cllr Millns and seconded by Cllr Simmonds.

18/002 ELECTION OF VICE CHAIRMAN: Cllr Julia Barnett was unanimously elected as Vice Chairman, having been nominated by Cllr Simmonds and seconded by Cllr Millns.

18/003 APOLOGIES: None

18/004 DECLARATIONS OF PECUNIARY INTERESTS: Cllr J Barnett made an amendment to her pecuniary interests previously declared.

18/005 DECLARATIONS OF INTEREST ON AGENDA ITEMS: None.

18/006 MINUTES OF THE MEETINGS HELD ON THE 14th March 2018 and 25th April 2018: were unanimously agreed and signed as a correct record by the Chairman.

18/007 MATTERS ARISING:

- Reported that repairs to the pot hole in Keepers Lane had been undermined by a water leak and may require further work.
- Agreed to discuss community resilience planning further at the July meeting.

18/008 PARISH COUNCIL REPRESENTATIVES: Parish council representatives were agreed for 2018/19, as follows:

Planning and housing	Jeff Channing
Planning application monitor	Jeff Channing
Village Bus Committee	Peter Barnett
Dunbridge matters	Peter Barnett
Website	Peter Barnett
Village Hall liaison	John Millns
Transport representative	Andy Simmonds
Footpaths	Andy Simmonds
Rail partnership representative	Andy Simmonds
TVATPC	Gareth Jenkins
Police liaison / neighbourhood watch	Gareth Jenkins
Data protection	Julia Barnett

Noted that all present agreed to have their names and representative roles published on the parish council website.

18/009 MEETING DATES: Were approved for 2018/19

18/010 FINANCIAL REGULATIONS: The Financial Regulations were reviewed, and no amendments felt necessary.

18/011 RISK ASSESSMENT: The Risk Assessment document was reviewed and updated

to include data protection obligations.

18/012 STANDING ORDERS: The new model Standing Orders were adopted by the parish council.

18/013 DATA PROTECTION POLICY: The Data Protection policy was amended for correctness and adopted by the parish council.

18/014 HIGHWAYS

a) Outstanding Issues:

- Hatt Hill ditch maintenance has been requested of Hampshire County Council, however it was reported at this meeting that they have passed the request to the National Trust for completion within 6 weeks.
- A new name plate for Keepers Lane was discussed at a cost to the parish council of £326.83. Resolved that Test Valley Borough Council install a 'no through road' sign instead at no cost to the parish council.
- The chairman reported contacting Hampshire Highways again regarding a possible scheme to implement the virtual footpath in the village centre.
- It was confirmed that the Lengths man scheme would continue to be funded for another year.

18/015 VILLAGE HALL – Nothing to report.

18/016 FINANCE

a) Payments for Approval (R) = Retrospective

HALC	£178.00	#601
Came and Company Insurance premium*	£438.95	#602
Clerk	£454.48	#604
*To note: a) possible duplication of cover for the defibrillator with the village hall committee; b) confirm that the village hall building insurance is included in the annual fee to the National Trust.		

b) **Annual Return.** Section One of the annual return was signed by the chairman to confirm the annual governance statement was approved by Mottisfont parish council at this meeting. Section Two of the annual return was signed by the chairman certifying that for the year ended 31.3.18 the accounting statements in the annual return present fairly the financial position of Mottisfont parish council and its income and expenditure. A yearend balance was reported to be £17854.90.

c) **Mottisfont finial signage.** Cllr Simmonds proposed the purchase of two finial signs using grant funding offered by Cllr Gibson. Resolved to consider signage more widely in the village instead.

d) **Bench – Hat Lane.** Prices and designs to be considered at the July meeting.

e) **Assets** – Cllr Simmonds reviewed and approved the list of parish council assets.

18/017 PLANNING - None

18/018 CORRESPONDANCE - None

18/019 MEETINGS ATTENDED: Cllr Simmonds attended a meeting of the church and reported that Mottisfont will become part of the new 'Mid Test' benefice.

18/020 ANY OTHER BUSINESS

- Cabling to provide super-fast broadband was reported in Oakley Road.

18/021 PARISHONERS QUESTIONS AND COMMENTS: None

18/022 DATE OF NEXT MEETING: Wednesday 11th July 2018.

There being no further business the chairman closed the meeting at 9.30pm.