



## HUNSDON PARISH COUNCIL

### Annual Meeting of Hunsdon Parish Council - Minutes held on 15<sup>th</sup> May 2023 in Hunsdon Village Hall at 9.00pm

Present: Cllr B Toll (Chair), Cllr F O'Shea (Vice Chair), S. Oliver  
In attendance: C Page (Clerk), 3 members of the public

- 23.05.01 Election of Chair** - To elect a Chair for the year 2023/24 and sign the Declaration of Acceptance of Office. Cllr Toll is willing to stand again as Chair. Cllr O'Shea proposed Cllr Toll as Chair, Cllr Oliver seconded. All councillors agreed, motion carried. Disclosable Pecuniary Interest form signed.
- 23.05.02 Election of Vice chair** - To elect a Vice Chair for the year 2023/2024 and sign Declaration of Acceptance of Office. Cllr O'Shea is willing to stand again as Vice Chair. Cllr Toll proposed Cllr O'Shea as Vice Chair, Cllr Oliver seconded. All councillors agreed, motion carried. Disclosable Pecuniary Interest form signed.
- 23.05.03 To receive and accept apologies for absence.** Apologies received from Cllr Ottolangui who is on holiday. Cllr McDonald who is unwell. Apologies accepted by the council.
- 23.05.04 To receive Declaration of Interest and Dispensations**
- Declaration of Interest and dispensations from councillors on items on the agenda. None declared.
  - To receive written requests for dispensations for declarable interests. None declared
  - Grant any requests for dispensations as appropriate. None declared
- 23.05.05 To confirm eligibility for the General Power of Competence**  
The Parish Council has a qualified clerk with a CiLCA  
The council meets the requirement of a minimum of two thirds of the total number of seats on the council. The Parish Council has 5 elected councillors. Maximum number of councillors for Hunsdon is 6.
- 23.05.06 Minutes** – confirm the Minutes of Hunsdon Parish Council meeting held 16<sup>th</sup> May 2022. Agreed as a true and accurate record of the proceedings, and duly signed by the Chair. Unanimously agreed
- 23.05.07 Matters Arising** – no matters arising.
- 23.05.08 Hunsdon Parish Council meeting dates** – Dates and venues for Hunsdon PC meetings 2023/24 agreed as third Monday of the month with no meeting in August or December. All meetings to be in the Village Hall
- 23.05.09 Appointment of Representatives** – Representatives confirmed to serve on Committees and working parties.
- Footpaths – Martyn Reid, Bud Carthy
  - Playground – Jackie Carthy, Carole Page, Christel Wilkinson, Karen Osterley
  - Police committee – Carole Page
  - Allotment committee, - Councillor Oliver
  - Village Improvements - Cllr Ottolangui, Carole Page
  - Finance – Cllrs Toll, O'Shea, Carole Page
  - Village Hall Management Committee – Cllr O'Shea
  - Planning – Cllr O'Shea, all councillors
  - Highways – Councillor Toll, Carole Page
  - Flooding – , Cllr McDonald, Carole Page
- 23.05.10 Public Issues** – members of the public and councillors can raise matters of concern – none raised.



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- 23.05.11 Hunsdon Area Planning Applications**  
PC Responses and Decisions – No applications were considered for objection at this time.
- 23.05.12 Reports from members representing the Parish Council – to receive reports**  
(all available in the Annual Parish meeting report)
- 23.05.13 Reports from Working Parties and Committees**  
(all available in the Annual Parish meeting report)
- VHMC – Cllr O’Shea reported that the Trustees agreed the proposal that we offset any rent for the container at the rear of the tennis court against any use of the meeting room.
  - Allotments – Cllr Oliver – It was proposed at February’s Parish Council meeting a half plot to go to £25 per half plot from £19 , full plot is £37, put up to £45. Councillor O’Shea to do a notice of the price increase, subject to approval at June meeting. Cllr Oliver will then distribute the letters to the allotment holders.
- 23.05.14 Council Documents To consider, review and agree council policies and documents** – to be added to September agenda. All councillors agreed.
- 23.05.15 Finance – Clerks Report**
1. Expenditure – maintenance of streets, grounds and equipment – administration
  2. Income, including grants and VAT refunds.
  3. To authorise payments made in accordance with the budget as per financial spreadsheet. Payments authorised.
  4. To receive bank statements, bank reconciliation and financial report. All received and agreed as accurate.
  5. To receive Internal Auditor Report. The report was accepted by the Councillors.
  6. To approve AGAR Section 1 Annual Governance Statement 2022/2023. Cllr Toll and the clerk signed Section 1, after approval by the councillors.
  7. To approve AGAR Section 2 Accounting Statements 2022/2023. Cllr Toll and the clerk signed Section 2 after approval by the councillors.
  8. To approve the dates for the Period for the Exercise of Public Rights and to confirm the date the Notice is to be published on the Councils website. Monday 5<sup>th</sup> June and Friday 14<sup>th</sup> July. Approved, and will be posted on the website.
- 23.05.16 Correspondence** – email from HCC Countryside people looking at schemes for the regeneration of the Dell. It was agreed at Parish Council meeting to commission £1000 of preparatory work. We have the quote for this work, for addition to June agenda.
- 23.05.17 AOB -**
- 23.05.18 Date of Next Meeting: 19<sup>th</sup> June 2023**
- 23.05.19 Close of meeting 9.29pm**
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