**HAVENSTREET AND ASHEY PARISH COUNCIL**

**Minutes of the Parish Council Annual General Meeting held**

**At 7pm on Thursday 20 May 2021**

**15 Minute Public Forum**

Items covered in Parishioners Correspondence, attendance was limited

due to Covid guidance

**Present:**

Cllrs V Hattersley (Chair), S Lyons, B Blezzard, K Hull and M Lyons.

R Priest (Clerk), IW Cllr C Mosdell and 2 members of the Public.

**1/20/21 Election of Chair**

Councillor Hattersley was elected Chair for the ensuing year, nominated by Cllr K Hull and seconded by Cllr B Blezzard, there was no other nominations and one abstention; and signed the Acceptance of Office.

**2/21/22 Apologies**

There were noapologies, and the Chairman thanked all present for following Covid guidance and the Community Centre for enabling safe distanced meeting; welcomed new Parish Councillor Cllr B Blezzard and IW Cllr C Mosdell, and thanked former Cllrs L Bell and C Gauntlett.

**3/21/22 Election of Vice-Chair**

Councillor S Lyons was elected Vice-Chair for the ensuing year, and signed the Acceptance of Office.

**4/21/22 Declarations of interest**

Cllr Hattersley noted that she was also Chair of Community association, Cllr S Lyons was also involved with Community Association, and Cllr B Blezzard was also a Parish Councillor in Newchurch and partner involved in HCA. There were no other declarations in addition to those previously disclosed on declaration forms.

**5/21/22 Minutes**

**Resolved unanimously:** That the minutes of the meeting held on 11 March 2021 be taken as read, confirmed and signed as being an accurate record of the meetings.

**6/21/22 To Note vacancy on Parish Council**

Members noted that it was possible to co-opt a candidate at the meeting, members discussed that option and the Clerk noted best practice would be to advertise vacancy on notice board and website. Cllr M Lyons proposed to advertise the vacancy, and members discussed this option. Residents present left the room with Cllr C Mosdell. The Chairman proposed following best practice and advertise the vacancy, seconded by Cllr M Lyons, with 3 Councillors voting for the proposal, with 2 against. The Clerk would place notice with closing date for nominations of Friday 28th May and resolved at June 3rd Meeting.

**7/21/22 Representation on Outside Bodies**

**IWALC** - Members discussed representation on IWALC, and Cllr M Lyons said that he was vice-chairman currently, and Cllr Blezzard said that he was on the National Body through his involvement with IWALC. Cllr K Hull nominated Cllr B Blezzard, seconded by Cllr V Hattersley, with 3 voting for Cllr B Blezzard and 2 against.

The clerk would write to IWALC accordingly and also suggest change to IWALC constitution to enable to member representatives.

**HCA –** Members discussedmembership of HCA and noted roles of Chair, Vice-Chair and Cllr B Blezzard’s partner. Members also noted the background to the current situation and noted members always declared interests and acted openly and transparently. Cllr V Hattersley and Cllr S Lyons would continue to report on HCA at Parish Council meetings.

**8/21/22 Questions to the Chair**

Cllr M Lyons asked for update on Recreational Ground benches, and the Clerk noted delay caused by Covid, and that Island Roads would propose site visit to agree location for benches.

Cllr M Lyons highlighted the need to address the Highways issues raised at the Annual Parish Meeting, and the Chair and members noted the actions that had been agreed, and that this would be an agenda item at next meeting.

Cllr M Lyons raised concerns regarding the conduct of the meeting and the report provided by the Ward Councillor, the Ward Councillor responded accordingly and noted that she would work for best interests of residents.

Cllr M Lyons left the meeting.

**9/21/22 Policing Items**

No police were in attendance, and members noted limited Police resources, and the chair and clerk would contact local Police before the next meeting, highlighting ongoing traffic issues and need to address speeding issues.

**10/21/22 Ashey**

Members noted the work of former Parish Councillor Liz Bell, and agreed to send flowers, and Cllr Hull volunteered to continue raising issues of concern for Ashey residents. Cllr Hull noted actions taken by Steam Railway to protect railway and reduce motor vehicle access on the path to the Ashey Station.

**11/21/22 Planning**

1. Consideration was given to the following planning applications:
2. 21/00848/HOU Rowlands Farm, Rowlands Lane, PO33 4DE – proposed replacement sunroom, dormer and conservation roof.
3. 21/00849/LBC Rowlands Farm, Rowlands Lane – Consent for demolition of conservatory, replacement windows and doors.
4. 21/00823/FUL Ravens Oak, Carters Road – Retention and continued use of timber lodge as temporary living accommodation. Members expressed concern regarding inadequate visibility and parking provision and unanimously agreed to comment accordingly.
5. 21/00858/FUL Little Duxmore Farm, Rowlands Lane – proposed log cabin style office. Members expressed concern regarding traffic issues and unanimously agreed to comment accordingly.
6. Members noted comments on Havenbridge Farm during lockdown.
7. Members noted previously circulated planning decisions.

**12/21/22 Correspondence**

The Clerk noted correspondence previously circulated and noted policies and procedures circulated at the start of the meeting, and that a pack would be available at either June or July meeting.

**13/21/22 Clerk’s Report**

The Clerk’s report was covered by items earlier in the agenda.

**14/21/22 Finance**

**Resolved:**

1. To receive the Internal Auditors Report for the year ending 31 March 2021.
2. Members noted the 4th Quarter, and Year End Reports, and Bank Reconciliation for the year ended 31st March 2021, and noted the Year end accounts for the year ending 31st March 2021.
3. Members approved the Asset Register for 2020/21 and the Chairman signed the Register.
4. Members confirmed completion of Certificate of Exemption, as neither gross annual income nor gross annual expenditure exceeds £25,000.
5. Members approved Section 1 (Annual Governance Statement) of the External Audit Annual Return, and authorized the Chairman to sign Section 1 on behalf of the Parish Council.
6. Members approved Section 2 (Accounting Statement) of the External Audit Annual Return, and authorized the Chairman and the Responsible Finance Officer (RFO/Clerk) to sign on behalf of the Parish Council.
7. Members confirmed the dates of the period for the exercise of public rights as Monday 7th June to Friday 16th July 2021 in accordance with guidance.
8. Members confirmed bank signatories as Cllr S Lyons and Cllr V Hattersley;
9. Members noted receipt of Precept of £12,000 from IW Council.
10. To authorise or endorse payment of accounts previously circulated.

**15/19 Date of Next Meeting**

The Chairman confirmed schedule of meetings as at the Community Centre at 7pm on:

Thursday 3 June 2021

Thursday 1 July 2021

Thursday 2 September 2021

Thursday 4 November 2021

Thursday 6 January 2021

The meeting ended at 9.15pm