



## East Tisted Parish Council

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### Agenda for the Annual General Meeting of East Tisted Parish Council to be held on Wednesday 17<sup>th</sup> May 2017 at 6.30pm in the Village Hall

**Summoned:** David Bowtell (Councillor)  
Phil Cutts (Councillor)  
Helen Evison (Councillor & Clerk)  
Sandra Nichols (Councillor)  
Sir James Scott (Chairman)

**By Invitation:** Larry Johnson (Neighbourhood Watch, Village Hall & website)  
Charles Louisson (District Councillor)  
Russell Oppenheimer (County Councillor)  
Matthew Sheppard (Hampshire Constabulary)

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Members of the public are welcome to attend and may ask the Council questions, make a statement or present a petition. **Anyone who so wishes is requested to give advance notice to the Clerk, if specific answers are required, so that appropriate papers are available.**

The period of time designated for public participation shall not exceed 15 minutes with each member of the public speaking once only and for a maximum of 2 minutes. Any question asked shall not require a response or debate unless that item is already on the agenda.

**1. Nomination and election of Chairman for 2017/18**

Members to propose, second and formally vote in a Chairman for 2017/18.

**2. Apologies and welcome.**

Members to receive apologies, welcome and remind those present to please sign the Attendance Sheet.

**3. Declaration of interests.**

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, Councillors may not participate in any discussion of, or vote on, or discharge any function related to any matter in which they have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. Councillors must withdraw from the room or chamber when the meeting discusses and votes on the matter.

**4. Public forum**

- a. Members of the public who wish to speak will now be asked to do so.
- b. Updates on the following will be made at the Public Open Meeting later in the evening but for those unable to stay these can now be received from:
  - Russell Oppenheimer (County Councillor)
  - Charles Louisson (District Councillor)
  - Matt Sheppard (Hampshire Constabulary)
  - Larry Johnson (Neighbourhood Watch, Village Hall & website)

The Chairman will now close the meeting for public participation.



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### 5. Minutes of the previous meeting and matters arising.

Members to receive the minutes of the meeting held on 14<sup>th</sup> March 2017 and agree for the Chairman to sign them as a true and correct record.

### 6. Planning

- To note that EHDC Advice of Works to trees within a conservation area was received and circulated by e-mail for consideration to Councillors. No comment was submitted.
- To note that Application SDNP/17/01982/TPO: Felling of trees at 6 Appleton View was received and circulated by e-mail for consideration to Councillors. No comment was submitted.

### 7. Highways

Speed limits and reclassification of A32. Update from the Chairman.

### 8. Facilities

To formally agree repair of the steps to the slide and removal of the other play equipment adjacent to the cricket pitch.

### 9. Responsible Financial Officer

- a. Members to receive the summary accounts and Internal Audit Report for 2016/17
- b. Members to receive and approve for signature by the Chairman:
  - the Annual Governance Statement 2016/17 (Section 1 of the Annual Return for year ended 31<sup>st</sup> March 2017) and
  - the Accounting Statements for 2016/17 (Section 2 of the Annual Return for year ended 31<sup>st</sup> March 2017) both of which have been internally audited
- c. Members to agree procedures to review the effectiveness of internal audit
- d. Members to consider procedures regarding the Chairman's Allowance
- e. Members to agree procedures for the annual review of the Risk Assessment and Financial Regulations
  - Members to receive and approve for signature by the Chairman the Quarterly Financial Statement and bank reconciliations since the last meeting
- f. Members to consider the following subscriptions and payments:
  - Insurance renewal 1.6.17-31.5.18 – Came and Company - £288.46
  - Home Start Weywater – grant application

### 10. Plan & Projects

No action pending discussion at the Annual Village Meeting later today.

### 11. Schedule of meetings

To consider and agree dates for forthcoming meetings. Proposal:

- Weds 30<sup>th</sup> August 2017 - 6.30pm in the Village Hall
- Weds 22<sup>nd</sup> November 2017 - 6.30pm in the Village Hall
- Weds 21<sup>st</sup> March 2018 – 6.30pm in the Village Hall
- Weds 23<sup>rd</sup> May 2018 – 6.30pm in the Village Hall

Helen Evison  
Clerk & Responsible Financial Officer  
Wednesday, 10 May 2017