

**MEETING OF HAWKLEY PARISH COUNCIL
HELD WEDNESDAY 11th MAY AT 7:30PM in the Parish Hall**

Minutes

Present: Cllr David Caukill (Chair), Cllr Jo Humphrey, Cllr Simon Dixon, Cllr Susan Sinclair, Cllr Charlie Butcher, Cllr David Large and Cllr Charles Louisson.

One resident attended

Attending: Katherine Horton (Clerk)

1) Welcome

2) Apologies for Absence. Apologies received from Cllr Brighton, Cllr Buckle and Cllr Oppenheimer.

3) Appointment to Committee roles

a) Appointment of Chair and signature of Acceptance of Office.

Ahead of the meeting Cllr Caukill confirmed that he would stand for Chair. No other nominees made. Cllr Caukill was proposed by Cllr Butcher, Cllr Dixon seconded the proposal and it was supported unanimously by those attending. Acceptance of Office was duly signed.

b) Appointment of Deputy Chair and verbal declaration of Acceptance of Office. Cllr Humphrey proposed as Deputy by Cllr Caukill, second made by Cllr Sinclair and supported unanimously by those attending.

c) Appointing of Planning Committee and Chair. Cllr Brighton had confirmed ahead of the meeting that he was happy to continue as Chair. No other nominations. Cllr Brighton was proposed by Cllr Caukill, second by Cllr Humphrey and supported by all attendees. Cllr Buckle expressed an interest in joining the Planning Committee. Planning Advisory Committee confirmed as Cllr Humphrey, Cllr Sinclair, Cllr Buckle and Cllr Large.

d) Appointing of Staff Panel, Audit Review Committee, Footpaths Officer, Play Area Monitor and Hall Representatives. Cllrs confirmed they were happy to continue with their existing responsibilities.

4) Declarations of Interest. No declarations made

5) Approval of Minutes

a) Council Meeting held on 12th January 2022 . Actions to carry forward: Planning Committee review of Parish Plan and possible action plan for Ponds (particularly Uplands Lane and Jolly Robbins). No amendments to minutes so signed as an accurate record.

b) Report from Planning Chair to confirm the actions the Clerk has taken under the scheme of temporary delegation following meetings of the Planning Advisory Committee on 26th January, 24th February, 13th April and 19th April 2022 and approve the associated minutes for these meetings.

In Cllr Brighton's absence, Cllr Humphrey confirmed actions taken by the Clerk and minutes were signed as an accurate record.

6) Parish Council Finances/Administration

a) Financial summary for January to March 2022. No questions raised by attendees. Cllr Caukill confirmed the carry forward included the previously agreed grant for the Play-area project and an amount towards the 2023 elections. Cllr Caukill advised everyone that previously the equivalent of a year's precept had been held in account and it would take a while to rebuild this reserve.

b) Financial summary from April to May 2022. It was noted that CIL monies have been received.

i) Notification of Payments made under Item 14 of the Financial Regulations since the last meeting. Included in the summary report and include membership costs for HALC and ICO as well as the fee for the Auditor.

ii) Clerk's salary. A paper was circulated ahead of the meeting with a recommendation from the Staff Committee that wef 1 April 2022, the clerk's salary be increased to £13.75ph to better recognise the responsibilities of the role and experience of the current incumbent. The change was proposed by Cllr Caukill and Second made by Cllr Sinclair and Dixon. Approved by all attendees

iii) Notification/authorisation of other payments

- Insurance - £306.50

c) Internal Audit report: to review recommendations and consider any action to be taken in relation to these. The Clerk was congratulated on the "clean sheet" from the auditor. No actions to be taken.

d) To complete the External Audit requirements for 2021/22. Charlie Butcher (Chair of Audit) confirmed that the document had been reviewed and he was happy for it to be signed by the Chair. The Chair confirmed that he had checked the figures to the bank statement. The Accounting Statements were then signed by the Chairman and the Clerk in counterpart. The 'Certificate of Exemption' from a limited assurance review was also signed by the Chair and the Clerk in counterpart. These documents will be submitted and uploaded to the website.

e) To review and then accept the following policies/documents for 2022/23:

- Asset Register for 2022/23.
- Financial Regulations for 2022/23
- Statement of Internal Control 2022/23
- HPC Risk Analysis 2022/23

Cllrs had reviewed documents ahead of meeting. Cllr Butcher proposed the documents be accepted, Cllr Caukill second the decision and attendees were in agreement.

7) Public forum: Adjournment of the meeting for 10 minutes to allow the public to raise questions
No questions raised

8) Chair's update. Bench has arrived back on Upper Green. Thanks to Sinclair Beecham, Dom, Juke and Mick from Lower Green Farm noted for their work on restoring and re-siting the bench.

9) Report from County Councillor Oppenheimer. Apology received ahead of meeting and report shared in advance. Cllr Oppenheimer had followed up on query raised at APM about possibility of closing roads for a litter pick but the Highways Dept are not able to support the initiative.

10) Report from District Councillor Louisson.

- Update provided on process of East Hants separating from Havant and EHDC's move to new premises (inc local offices).
- Local Plan/housing nos are being discussed with central Gvt - as affordability has decreased the nos of houses required has risen. In Hants, this means 1,300 more houses are required in 57% of the county that is not in National Park.
- Has raised query to Planning Officer to clarify whether build will be possible in National Park if 2028 arrives and quota is not met.
- Budget has been set – 2% increase in council tax which will be used in part to increase employee nos in planning dept and enforcement team.

11) Planning - To consider a response to the following planning application(s):

- SDNP/22/01174/FUL. Slip Cottage, Uplands Lane, Hawkley, Hampshire, GU33 6NH
Proposal: Private animal shelter and store building and associated landscape works.
Site visited completed by Committee members. No grounds for objection

12) Play Area - Status report from Cllr Dixon on the project.

- £30,000 raised so far and target is £46,000. Grant applications have not been successful to date and there is only one other to apply for (deadline is Sept).
- Sponsorship of “slats” has had disappointing response: 300 leaflets sent out and only 12 replies received. Not given up on this and will push again and ask residents to think about making donations.
- Ball was planned for 2nd July but is not going to happen as both caterer and WC provider have taken on alternative commitments. Decision has been taken to postpone to 10th Sept. Aiming for 200 people and hoping for £8,000 profit. Marketing of the event was discussed and Cllr Dixon confirmed the PlayArea team will have a presence at the Jubilee event.
- Fundraising may impact timeframe impacted as had hoped to raise monies by Sept and start work in autumn.
- Playarea inspection in May. Report expected to be critical – will consider appropriate action once received.

13) Jubilee

- a) **To consider a request from the Village Hall Committee for a grant under Section 137 of the 1972 LGA (“The Free Resource”) that will be used for local Jubilee celebrations.** Request from Parish Hall Trustees received for a grant to contribute to entertainment for the community event. It was resolved to make a grant of £500. Proposed by Cllr Caukill and Second by Cllr Humphrey. Clerk to action
- b) **To consider whether to plant a tree in the parish in recognition of the Platinum Jubilee.** Trees have been planted in the parish to mark other significant events such as the Queen’s Diamond Jubilee and the Millenium. Lower Green residents had a mixed response to planting a tree at this location. Empshott is already well planted and there is no immediately obvious public location for a tree. Given the lack of strong feeling, Cllrs were in agreement that monies might be better spent supporting a community project. It was resolved not to not proceed with tree planting.

14) Items for next agenda. Parish Plan grid – planning advisory team to review items 11-15.

15) Date of next meeting – 27th July 2022, 7:30pm. Clerk to confirm meeting will be quorate

Meeting closed 20:47

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Signed, Councillor Caukill, Chair HPC

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Date