

MONXTON PARISH COUNCIL – ANNUAL GENERAL MEETING

20<sup>th</sup> MAY @ 7.30 PM

VENUE - MONXTON & AMPORT VILLAGE HALL

MINUTES OF MEETING

Agenda Item & Minute Ref	
Welcome & Apologies (MPC001/25)	<p>Attendees:- Councillor Mike Cleugh – Chair Councillor Cathy Barbone – Councillor Councillor Camilla Elwell – Councillor Councillor Rupert Staines – Councillor Councillor Chris Donnelly – Hampshire County Council Councillor Maureen Flood – Test Valley Borough Council Karen Nadin – Clerk &amp; Responsible Finance Officer</p> <p>Apologies:- Councillor Suzanne Hasselman – Test Valley Borough Council Councillor Hugh Corroon – Vice Chair</p>
Election of Chair & Vice Chair (MPC002/25)	<p>Councillor Staines proposed Councillor Cleugh remain as Chair of the Parish Council. Seconded by Councillor Barbone. All agreed and Councillor Cleugh signed &amp; dated the Declaration of Acceptance of Office form.</p> <p>Councillor Cleugh proposed Councillor Corroon remain as Vice Chair of the Parish Council. Seconded by Councillor Barbone. All agreed.</p> <p><b>Action – Clerk will arrange for Councillor Corroon to sign &amp; date the Declaration of Acceptance of Office form.</b></p>
Declarations of Interest (MPC003/25)	<p>Councillors were advised of the statutory requirement to update/confirm no changes on their Declarations of Interests with Test Valley BC on an annual basis. No changes required from any Councillor.</p> <p><b>Action – Clerk to update Test Valley Borough Council that no change to Councillors Declarations of Interests.</b></p>
Adoption of Statutory Documents (MPC004/25)	<p>The Clerk had previously circulated the statutory documents for adoption by Councillors. All agreed apart from the Financial Regulations which needs some small amendments and will be completed ready for adoption by the end of May.</p> <p><b>Action – Clerk to complete the Financial Regulations asap and circulate again to Councillors for adoption by the end of May.</b></p>
Members of the Public (MPC005/25)	<p>No members of the public attended the meeting.</p>

These minutes were agreed as a true record and signed by the Chair at the next Parish Council meeting

Signed..... Dated.....

Agenda Item & Minute Ref	
Approval of Previous Minutes (MPC006/25)	Minutes of meeting held on 25 <sup>th</sup> January 2025 were agreed as a true record and signed by the Chair.
Reports:-	
County & District Councillor Reports (MPC008/25)	<p>Local Government Reorganisation &amp; Devolution plans are ongoing with lots of consultations/viability investigations planned. Test Valley policy remains that the Borough should remain intact in any new authority. At a recent TVBC full council meeting it was agreed that a group will be established to investigate which services could potentially be transferred to parishes where appropriate and where there is a will to do so. Cllr Donnelly has been tasked with looking at how Hampshire works and wants Parish Councils of all sizes to be involved in the discussions. Meetings will commence in the Autumn for approx. 12-18 months.</p> <p>Central Government are still debating new areas and districts. No decision on unitary numbers as yet. Local Government preference for 4 main land areas plus the Isle of Wight.</p> <p>There will be an election next year for a Mayor for Hampshire with a shadow authority that will take a strategic look across all infrastructure.</p> <p>Cllr Flood highlighted that the local plan shows a 78% uplift in need for housing. There will be an extraordinary meeting in June which will give more information on proposals for where these extra houses could be located – this will be followed by a consultation period over the summer and into September.</p> <p>On Demand Bus Service in Andover and local villages is now live - residents can now call – Andover is the first division in Hampshire to offer the service. Posters will be sent out around the local Parishes for display to make residents aware. Buses are accessible and price is capped at £3.</p> <p>Donna Jones the new Hampshire Police &amp; Crime Commissioner has established a new task force to look at rural crime – there will be a forum for the Parish Councils and local farmers during late summer.</p> <p><b>ACTION - Cllr Donnelly to advise of date of meeting once set.</b></p> <p>Test Valley are encouraging all Parish Council's to provide their views on community sports facilities and associated ancillary facilities to inform priorities for the next 5 years. The survey can be found on the via the link here <a href="https://arcg.is/1eqTr1">https://arcg.is/1eqTr1</a>.</p>
Village Hall Update (MPC009/25)	<p>Cllr Cleugh gave update on the village hall – main points to note:-</p> <p>£25k approx. will need to be paid to Huttons Builders in October – currently there is an £8k deficit.</p>

These minutes were agreed as a true record and signed by the Chair at the next Parish Council meeting

Signed..... Dated.....

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	<p>Village hall committee held their first meeting on 19<sup>th</sup> May.</p> <p>Trustees have now been appointed. New Treasurer has been recruited. Hall Manager position yet to be filled.</p> <p>Average running cost for the village hall is £254 per month.</p> <p>Cllr Cleugh has negotiated an increased export tariff of 8p/Kwh with Octopus Energy.</p> <p>A water meter has now been installed so that the hall will only pay for water used rather than the fixed charge currently being paid.</p> <p>Cllr Flood asked if a noticeboard for the village hall was planned – Cllr Cleugh advised that the hall Committee are aware that one is needed asap and are looking at prices. Amport Parish Council have recently installed a new noticeboard, so their Clerk may have some detail on sourcing and pricing.</p> <p><b>ACTION – Clerk to liaise with Amport Clerk in order to gather some information to pass on the Village Hall Committee.</b></p> <p>Events that have taken place so far have been very successful. Lots of new enquiries and bookings are being made and it has been suggested that some of the Parish Council’s planned meeting dates may need to be changed to avoid clashing with regular classes that are bringing in revenue.</p> <p><b>ACTION - Clerk to liaise with Village Hall Bookings Secretary to rearrange as required and will then update Councillors with suggested new dates.</b></p>
Parish Council Finances/Admin Updates (MPC010/25)	<p>The Clerk provided the meeting with financial updates ahead of the meeting, both for the year 2024/25 and the start of this financial year. Balance in Parish Council bank accounts currently stands at approx. £21k which includes a £4k reserve.</p> <p>The Clerk is currently completing the Annual Governance &amp; Accountability Return (AGAR). She met with the Internal Auditor on the morning of this AGM (20<sup>th</sup> May) and her report will follow in the next week.</p> <p><b>ACTION – Clerk will circulate internal auditor’s report when received from Do the Numbers along with an action plan to resolve any issues highlighted in that report.</b></p> <p>Sections 1 &amp; 2 of the AGAR were circulated prior to the meeting and agreed and signed by the Chair and the Clerk ahead of submission to the external auditors and publishing on the website prior to 1<sup>st</sup> July. The dates for the Exercise of Public Rights was agreed as 1<sup>st</sup> July to 11<sup>th</sup> August inclusive (must be for a period of 30 working days).</p> <p>Clerk will now complete the remainder of the Intermediate Limited Assurance Review for submission to the external auditor prior to the closing date for return</p>

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Signed..... Dated.....

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	<p>of 30<sup>th</sup> June 2025. The External Auditor Report and Certificate will be returned to the Parish Council by email or post which will then be published on the website no later than 30<sup>th</sup> September 2025.</p> <p><b>ACTION – Clerk to ensure the timely publication of all legislative documents on the website.</b></p> <p>The Clerk had circulated in advance of the meeting the list of payments that needed to be retrospectively approved by the Council. Also the list of payments to be approved between 20<sup>th</sup> May and the next meeting. All payments were agreed and formally approved by Council and signed by the Chair.</p> <p>Parish Council and Village Hall Insurance needs to be renewed on 1<sup>st</sup> June. Renewal price with current insurer, Clear Councils, is £1076 for the year. Clerk has made contact with some other insurers to ensure we are getting best value for money. No one has currently quoted cheaper so unless one of the other companies that the Clerk has approached is able to compete it was decided by Council that we should renew with Clear Councils this year.</p> <p><b>ACTION – Clerk to receive any other quotations and update councillors via email if anyone is competitive. Otherwise renewal with Clear Councils will be actioned in advance of 1<sup>st</sup> June.</b></p> <p>The Clerk advised that our free banking period with Lloyds Bank had now ended and that we are currently being charged £8.50 per month in fees. This appears to differ to what some other Parish Councils are being charged – enquiries to be made with Lloyds Bank as to why we are being charged more than others.</p> <p><b>Action – Clerk to contact Lloyds Bank for clarification.</b></p> <p>Some discussion took place on the way forward with regard to the various Parish Council websites that we currently have and the cost involved. The Clerk highlighted the fact that whatever website and website host we choose to use there is a legislative requirement for it to achieve the required standard of accessibility for all users. We must also ensure that the domain name for both our website and emails are the same ie monxtonparishcouncil-hants.co.uk, monxtonparishcouncil.gov.uk or whatever we choose to use.</p> <p>Cllr Staines had initially met with Mark Barrett to see what might be a solution going forwards and is due to meet with him again in the near future to scope what might be possible.</p> <p><b>Action – Cllr Staines to update on the way forward in due course.</b></p>
Environment Update (MPC011/25)	Nothing to report
Sunnybank, Lengthsman & Footpaths Update (MPC012/25)	Cllr Barbone provided an update on the tender process that had recently been undertaken to employ a new Lengthsman contractor. 7 companies/sole traders submitted quotes and after due consideration it was decided to award the

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Signed..... Dated.....

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	contract to Kieron Beattie Landscapes – the contract started on 1 <sup>st</sup> April and all going well so far with no issues from either side.
Traffic Report (MPC013/25)	<p>Cllr Elwell made a proposal to either consider relocating the speed camera from Sunnybank further into the village or if that wasn't possible to turn it around to face the other way. It was agreed that Cllr Elwell would liaise with the supplier Pandora and also establish from Hampshire Highways what other locations in the village would be deemed appropriate &amp; safe.</p> <p><b>Action – Cllr Elwell to contact relevant parties and provide update to Councillors.</b></p>
Planning Applications & Updates since last meeting (MPC014/25)	<p>25/01005/FULLN – refurbishment of garden outbuilding and repair of boundary wall (retrospective) – Bec House, Amport Road – No Objections</p> <p>25/01006/LBWN – regularisation application for refurbishment of garden outbuilding and repair of boundary wall – Bec House, Amport Road – No Objections</p> <p>25/00186/FULLN – 2-storey front extension, single storey rear extension, garage conv, instal solar panels &amp; ASHP – Greenbanks, Broad Road – No objections and permission granted by TVBC</p> <p>24/02369/FULLN – erection of dwelling on former car park – Black Swan former car park – comments provided by Parish Council – permission granted by TVBC</p> <p>24/02963/FULLN – Remove conservatory, add rear extension, replace windows and doors, removal of door &amp; window – The Willows, High Street – No objections and permission granted by TVBC</p> <p>25/00074/CLPN – Cert of proposed lawful development for single storey rear extension – Upper Mill House, Andover Road – No objections and permission granted by TVBC</p>
Correspondence (MPC015/25)	Nothing to report
Dates of Next Meetings (MPC016/25)	Dates currently scheduled will need to be amended as per Action above at minute ref MPC009/25

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Signed..... Dated.....