

LOWER HARDRES AND NACKINGTON PARISH COUNCIL
Minutes of the Annual Parish Council Meeting held on Wednesday 17th May 2023
Prior to commencement all Councillors signed the Declaration of acceptance of Office

In attendance were Cllrs Grundy, Taylor, Beaumont, Fox, the Parish Clerk and one member of the public.

1. Appointment of Chairman for 2023- 2024

It was proposed and seconded that Cllr Jane Grundy be appointed as Chairman of the Parish Council for the year 2023-2024, on being put the motion was carried unanimously.
Cllr Grundy then addressed the meeting by welcoming members to the Council and particularly our new Councillor Mrs Jo Fox.

2. Apologies for Absence

There were no apologies for absence

3. Declarations of Interest

Cllrs Miss Grundy declared an interest in items 7ii Finance Payments and item 8ii Planning.
Cllr Beaumont declared a non-pecuniary interest in items 7ii Finance and item 8ii Planning.

4. To Approve the Minutes of the Meeting held on 4th April 2023 and Matters Arising.

The minutes of the meeting held on 4th April 2023 were approved and signed by the Chairman as a true and correct record.

5. Appointment of Proper Officer and Responsible Financial Officer

It was proposed and seconded that the Parish Clerk is appointed as the Proper Officer and the Responsible Finance Officer of the Parish Council. On being put the motion was carried.

6. Elections 2023 and Consideration of co-option of one member

As the Parish Council is one councillor short, members to give some thought as to a suitable candidate to co-opt.

7. Finance Matters

(i) Quotations for renewal of insurance

Three quotations were received for the Parish Council insurance due to commence on 1st June 2023. Our current insurer quoted £501.91, another company quoted £431.45 and a third company quoted £300.00. The Clerk pointed out that the first two make a charge for arranging the insurance. It was proposed and seconded that we accept the quotation of £300.00. On being put the motion was carried.

(ii) The following payments were approved

Village Hall Committee	£ 1000.00	Coronation Celebration (Paid)
Zurich Insurance	£ 300.00	Insurance
KALC	£ 318.58	Annual Subscription
McCabe Ford Williams	£ 283.20	Operation of PAYE
Mrs C. Castle	£ 200.00	Internal Audit
HMRC	£ 93.40	PAYE (April 2023 paid)
HMRC	£ 93.40	PAYE (May 2023)
Parish Clerk	£ 45.57	Expenses & Stationery

(iii) Members noted receipt of £11922.00 Precept from CCC

(iv) To approve Internal Auditor's Report for End of Year Accounts 2022-2023

Members noted and approved the Internal Auditors Report for End of Year Accounts in which there were no issues raised.

(v) Section 1 - Annual Governance page of Annual Governance & Accountability Return (AGAR)

Having read Section 1 Annual Governance Statement it was proposed and seconded and the motion carried that the Parish Council has met the requirements of the Governance Statement and followed the correct procedures.

- (vi) Section 2 – Annual Accounting Statement of AGAR and all papers required for publication which include notice of public rights and dates of publication, list of variances between this year and last year, earmarked expenses and balance sheet.

The Clerk explained the boxed figures on the Accounting Statement which compares the figures for the previous year and the current year, any variation between the two over a certain percentage has to be explained. The Clerk provided written details of the Audit Variations and the Balance Sheet which she is required to produce for the audit. Having agreed the figures, it was proposed and seconded approval of Section 2 Accountability Statement 2022-2023, the Variations Sheet, Balance Sheet and the full AGAR on being put the motion was carried.

The Clerk then advised that the Notice of Public Rights to inspect the accounts and related papers, and the Publication on the website of the Annual Governance & Accountability Return (AGAR) will commence on 5th June 2023 for a 30 working day period and end on 14th July 2023.

- (vii) Banking

A member advised that NS&I have raised their interest rate to 3.9%, the clerk to check whether our account is included.

- (viii) To consider request from the Cricket Club regarding Street End bench.

A member has been approached by the Cricket Club enquiring whether the bench at Street End can be returned to the club grounds in a restored condition. Following discussion it was agreed that they may have the bench but we will not pay for its restoration. It was also agreed that we request the return of the £500.00 loan granted to the club by the Parish Council in March 2020.

8. Planning Matters *Due to time constraints item 8i has been considered*

- (i) CA/23/00639 3, Butts Meadow, Hardres Court Road, Lower Hardres
Two-storey side extension and single-storey rear extension. No objection
- (ii) CA/23/00844 John Baker White Memorial Hall, Hardres Court Road, Lower Hardres.
Single-storey side extension. No objection
- (iii) CA/23/00889 Little Chart House, Hardres Court Road, Lower Hardres
Single-storey rear extension. As this application only arrived this afternoon it was agreed to defer it to the next meeting.
- (iv) CCC Consultation on Bridge Neighbourhood Plan.
As members have already been consulted by Bridge there was no need to respond.

9. Highway Issues and PROW

To consider meeting with KCC with a view to include further highway issues in the HIP

Cllr Taylor prepared a new Highways Improvement Program (HIP) which concentrated mainly on the need to reduce the speed limit on the B2068 due to heavy traffic use and the increase in traffic accidents. Members approved the report with one extra item, that of the staggered PROW requiring the crossing of the B2068. It was then agreed to invite the Highway Team who deals with the HIP for a discussion. Members to meet at Cllr Taylor's house.

10. Confirmed the Date of the next meeting as 7th June 2023

The meeting closed at 6.15pm

Signed.....Date.....