

MINUTES of OFFHAM ANNUAL PARISH COUNCIL MEETING
Held on **Tuesday 16th May 2023** at 7.30PM in The Committee Room, Offham Village Hall

Councillors Present:

Cllr C Unter (Chairman)
Cllr P Bailey
Cllr S Williams

Also in attendance:

Borough Councillors Dean and Tatton
Adrian Marchant and Chris Stephens
2 members of public
L Mackie (Clerk)

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
Cllr Unter welcomed everyone to the Annual Parish Council Meeting.
There were apologies from County Councillor Sarah Hohler. There were no Declarations of Interest.
2. **ELECTIONS**
 - i. Cllr Unter has agreed to his name being put forward as Chairman. Cllr Bailey nominated Cllr Unter for Chairman and Cllr Williams seconded the nomination. All Cllrs voted in favour of Cllr Unter being Chairman.
 - ii. Vice-Chairman – To receive nominations and vote on appointment.
It was decided to hold over the appointment of the Vice Chairman until the main meeting after the co-option of new Councillors.
 - iii. Appointment of representatives to external bodies and wardens
It was decided to hold over the appointment of representatives until the main meeting after the co-option of new Councillors.
3. **APPROVAL OF MINUTES OF ANNUAL PARISH COUNCIL MEETING FOR 2022-2023**
It was **RESOLVED** that the minutes of the Annual Parish Council Meeting of 3rd May 2022 be approved and signed as an accurate record.
4. **PARISH COUNCIL CHAIRMAN'S REPORT 2022-2023**
Cllr Unter has circulated his Annual Report to Cllrs and this will be made available on the Parish Council website. Everyone agreed it was good report.
5. **FINANCIAL STATEMENT 2022-2023**
The financial statement was considered and approved at the April 2023 meeting and is appended to the Minutes.
6. **QUESTIONS FROM THE PUBLIC**
Mike Rowe said that if you look back through minutes from the 1870s (Parish Councils first came into being in 1876), this meeting was the only thing they did. There were no transactions through the year other than to elect a Chairman.

Signed.....

Dated

C. Unter

4/7/23

Minutes of Offham Parish Council Meeting Cont'd

Offham Parish Council - End of Financial Year 2022-2023

| | | | | |
|---|------------------------|------------------------------------|------------------|-------------------|
| Balances held | | | | |
| Unity Trust Bank | | | £ | 29,990.12 |
| Less: any unrepresented payments at 31 March 2023 | | | | |
| Date | Payee | Description | Amount | |
| | | | £ | |
| Total Receipts for Year | | | | 29,990.12 |
| | TMSC | Precept | 23,519.26 | |
| | Unity Trust | Bank Interest | - | |
| | Various | Other | 887.50 | |
| | Various | Rent and Wayleaves | 65.68 | |
| | Various | Village Projects | 6,795.72 | |
| | Inland Revenue | VAT reclaim | 1,234.93 | |
| | | TOTAL RECEIPTS | 32,503.09 | |
| Total Payments for Year | | | | |
| | Clerk/HMRC | Salary, expenses, employment costs | 11,454.89 | |
| | KALC | Training | 100.00 | |
| | Various | Clerk and Cllr Expenses | 201.47 | |
| | Various | Consumables and Office Supplies | 184.31 | |
| | Various | Professional fees & Admin | 933.02 | |
| | Village Hall Committee | Hall Hire | 180.50 | |
| | Various | Play Area | 2,050.16 | |
| | Various | Open Spaces | 6,100.00 | |
| | Various | Traffic Calming | 1,625.33 | |
| | Various | Parish Property | 2,466.66 | |
| | Church | Churchyard Gardening | 1,000.00 | |
| | Gallagher | Insurance | 1,494.98 | |
| | Various | Audit | 90.00 | |
| | Various | Village Projects | 3,141.21 | |
| | Various | APR | 298.70 | |
| | Various | Donations | 228.98 | |
| | Various | Subscriptions | 334.94 | |
| | VAT | | 1,727.27 | |
| | | TOTAL PAYMENTS | 33,612.42 | |
| Balance carried forward | | Balance B/F from 2021/22 | 31,117.45 | |
| | | Plus receipts | 32,503.09 | |
| | | Less Payments | 33,612.42 | |
| | | | | 30,008.12 |
| RESERVES | | | | |
| | | Village Projects | 9,776.55 | |
| | | Play Area Sinking Fund 2019/2020 | 5,000.00 | |
| | | Play Area Sinking Fund 2020/2021 | 5,000.00 | |
| | | Play Area Sinking Fund 2022/2023 | 5,000.00 | |
| | | | 24,776.55 | |
| | | Balance | | 5,231.57 |
| | | Dedicated to Play Area | 1,281.43 | Jubilee |
| | | | 400.00 | Offham Open House |

Initials..... 