

Draft MINUTES of OFFHAM ANNUAL PARISH COUNCIL MEETING
Held on **Tuesday 7th May 2024 at 7.30PM** in The Committee Room, Offham Village Hall

Councillors Present:

Cllr S Taylor (Chair)
Cllr S Williams (Vice-Chair)
Cllr Jim Altin
Cllr P Bailey
Cllr A Marchant

Also in attendance:

Borough Councillors Tatton
1 member of public
L Mackie (Clerk)

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
There were apologies from Cllrs Steer and Stephens and County Councillor.

2. **ELECTIONS**

- i. Chairperson - to receive nominations and vote on appointment
Cllr Altin nominated Cllr Taylor for Chairperson and Cllr Bailey seconded the nomination. All Cllrs voted in favour of Cllr Taylor being Chairperson. Cllr Taylor signed the Declaration of Acceptance of Office Form.
- ii. Vice-Chairperson – To receive nominations and vote on appointment
Cllr Marchant nominated Cllr Williams for Vice-Chairperson and Cllr Bailey seconded the nomination. All Cllrs voted in favour of Cllr Williams being Vice-Chairperson. Cllr Williams signed the Declaration of Acceptance of Office Form.
- iii. Appointment of representatives to external bodies and wardens
It was decided that the roles will remain the same as last year, and that Cllr Altin would be responsible for the Community Emergency and Resilience Plan.
It was noted that David F will be moving, and Cllr Taylor will speak to him about his areas of responsibility in the Village, and to Steve R.

Cosgrave Field – Cllr Marchant
Village Green – Cllr Marchant
PPP – rotate between Cllrs
Blaise Farm – Cllr Taylor
KALC T&M – rotate between Cllrs
Highways Working Group – Cllr Bailey, David F and Steve R
Village hall – Cllr Williams
Trees – Cllr Williams
Pound – Cllr Williams
Book box – Wendy Williams and Rachel Godfrey
Play area weekly inspections – Cllrs Bailey, Stephens and Williams
Play area – Cllr Bailey
Recreation ground – Cllr Marchant
Village Green Bus Shelter – Cllr Marchant
SID – Cllr Bailey
Offham Landfill – Cllr Stephens
Primary School – Cllr Stephens
Solar park – Cllr Taylor
Wellbeing, to include Men's Shed – Cllr Steer
Speedwatch – Cllr Steer

Signed.....

Dated

Emergency and Resilience Plan – Cllr Altin
Defibrillator – Cllr Williams and David F
Pond - Dave F and Steve R

3. **APPROVAL OF MINUTES OF ANNUAL PARISH COUNCIL MEETING FOR 2023-2024**
It was **noted** that the minutes of the Annual Parish Council Meeting of 16th May 2023 were approved and signed as an accurate record at the June 2023 meeting.
4. **PARISH COUNCIL CHAIRMAN'S REPORT 2023-2024**
Cllr Taylor read her report which will be made available on the Parish Council website.
5. **FINANCIAL STATEMENT 2023-2024**
The financial statement was considered and approved and is appended to the Minutes.
6. **QUESTIONS FROM THE PUBLIC**
There were no questions from the public.

DRAFT

Minutes of Offham Parish Council Meeting Cont'd

Offham Parish Council - End of Financial Year 2023-2024

Balances held			
Unity Trust Bank		£	21,897.08
Less: any unrepresented payments at 31 March 2024			
Date	Payee	Description	Amount
		<u>£</u>	<u>-</u>
			21,897.08
Total Receipts for Year			
TMBC	Precept		25,440.65
Unity Trust	Bank Interest		-
Various	Other		175.00
Various	Rent and Wayleaves		280.68
Various	Project Fund raising		6,233.50
TMBC	£106 grant funding		25,500.77
Inland Revenue	VAT reclaim		<u>5,124.43</u>
	TOTAL RECEIPTS		62,755.03
Total Payments for Year			
Clerk/HMRC	Salary, expenses, employment costs		12,586.87
Various	Clerk and Cllrs Expenses		143.75
KALC	Training		197.00
Various	Professional fees & Admin		974.14
TMBC	Elections		271.80
Various	Consumables and Office Supplies		307.82
Village Hall Management Committee	Hire of Hall		326.50
Various	Open Spaces		5,708.50
Various	Play Area and Recreation Ground		430.00
Various	Phase 1 Recreation Ground Works		25,500.77
Various	Phase 2 Enclosed Play Area Works		8,066.60
Various	Play Area - from Sinking Fund		3,594.50
Various	Parish Property		100.00
Various	Traffic Calming		9.98
Gallagher	Insurance		1,563.90
Various	Audit		300.00
Church	Churchyard Gardening		1,000.00
Various	Village Projects		1,497.51
Various	APM		195.30
Various	Donations		1,195.49
Various	Subscriptions		345.80
VAT			<u>6,531.84</u>
	TOTAL PAYMENTS		70,848.07
Balance carried forward	Balance B/F from 2022/23		29,990.12
	Plus receipts		62,755.03
	Less Payments		<u>70,848.07</u>
			21,897.08

