

**TICHBORNE PARISH COUNCIL**  
**Minutes of the meeting of Tichborne Parish Council held at the Alresford Golf Club Tichborne at 6.30pm on Thursday 27<sup>th</sup> June 2024.**

**25/13) Apologies.**

Mr N Kinder	Chairman
Mr A Stewart	Councillor
Mr N Bolton	District Councillor
Mr J Pett	District Councillor
Mr R Humby	County Councillor

**Present.**

Mr R Foot	Councillor
Mr J French-Brooks	Councillor
Mr A McWhirter	Councillor
Mr B Gibbs	Clerk

As Cllr Kinder had sent his apologies and was absent this evening it was necessary to elect a Chairman of the Meeting. By a show of hands it was **resolved** to elect Cllr McWhirter to this post.

**25/14) Declarations of Interest.**

a) None recorded.

**25/15) To approve the minutes of the Annual Council Meeting of the Parish Council of Tichborne held on 9<sup>th</sup> May 2024 (Previously circulated).**

Cllr Foot proposed and Cllr French-Brooks seconded the proposal that the minutes the Annual Council Meeting of the Parish Council of Tichborne held on 9th May 2024 be approved.

It was **resolved** that these minutes be accepted as an accurate record and they were duly signed by the Chairman of the meeting.

**25/16) Public Session**

There were no members of the public present.

**25/17) Finance and Orders for Payment.**

a) The Clerk proposed the following orders for payment as follows:

BT14 Perins School. Grant Payment 2023-24. £200.00.  
BT15 Hugo Fox. May 2024 Invoice. £23.99  
BT16 B.V.Gibbs Salary May 2024. £113.70  
BT17 HMRC PAYE/NIC May 2024. £54.20  
BT18 B.V.Gibbs APA Expenses May 2024. £113.70  
BT19 Hugo Fox. June 2024 Invoice. £23.99  
BT20 B.V.Gibbs Salary June 2024. £113.70  
BT21 Alresford Golf Club. Room Hire. £25.00

The Parish Council **resolved** to approve these orders for payment.

Chairman's signature .....

date.....

b) The Internal Auditor has carried out a review of the Parish Council's accounts for the year ended 31<sup>st</sup> March 2024 and has completed an audit report.

Cllr Foot proposed, Cllr French-Brooks seconded and it was **resolved** to receive the Internal Audit report.

c) To approve the annual governance statement - Section 1 on page 5 of the Annual Governance & Accountability Return.

Cllr Foot proposed, Cllr French-Brooks seconded and it was **resolved** to approve this item.

d) To approve the accounting statements for 2023-24 - Section 2 on page 6 of the Annual Governance & Accountability Return.

Cllr Foot proposed, Cllr French-Brooks seconded and it was **resolved** to approve this item.

e) Authorise the Chairman and the Clerk to sign Section 1 and Chairman and the Clerk (acting as the RFO) to sign Section 2 of the Annual Return.

Cllr Foot proposed, Cllr French-Brooks seconded and it was **resolved** to approve this item.

The Clerk and Cllr McWhirter signed sections 1 and 2 of the Annual Governance & Accountability Return later.

f) Authorise the Chairman and the Clerk (acting as the RFO) to sign the Smaller Authorities Certificate of Exemption on page 3 of the Annual Governance & Accountability Return.

Cllr Foot proposed, Cllr French-Brooks seconded and it was **resolved** to approve this item.

g) To approve the Notice of Public Rights for publication and sundry other documents from the External Auditor including a conflict-of-interest notice.

Cllr Foot proposed, Cllr French-Brooks seconded and it was **resolved** to approve this item.

The Clerk and Cllr McWhirter signed the Certificate of Exemption of the Annual Governance & Accountability Return before the end of the meeting.

### **25/18) Planning & Licensing.**

a) Planning applications and decisions received from the South Downs National Park Authority.

There were no planning applications to receive.

b) Planning applications and decisions received from Winchester City Council.

There were no planning applications to receive.

### **25/19) Any other reports that the Chairman deems urgent – NO DECISIONS to be made.**

As there was no further business the meeting closed at 7.01pm

Members of the Tichborne Parish Council are summoned to the next meeting of the Parish Council to be held on a date to be decided at Alresford Golf Club.

**Brendan Gibbs,  
Clerk to the Parish Council of Tichborne.**

Chairman's signature .....

date.....