



ALDERHOLT PARISH COUNCIL

PARISH OFFICE, 1 STATION ROAD, ALDERHOLT, FORDINGBRIDGE,
HANTS SP6 3RB

Tel: 01425 657587 Email: clerk@alderholtparishcouncil.gov.uk

Councillors are hereby summoned to the Annual Parish Council Meeting of Alderholt Parish Council that will be held on Monday 13th May 2024, at 7pm, at the Village Hall, 1 Station Road, Alderholt, SP6 3RB for the purpose of transacting the following business:

N Ashton

Nicky Ashton, Clerk to the Council
7th May 2024

AGENDA

- 1. To Elect a Chairman for 2024/2025.**
- 2. To Elect a Vice Chairman for 2024/2025.**
- 3. The Clerk to confirm that all signed Declarations of Acceptance of Office Forms have been received.**
- 4. To receive and accept apologies for absence.**
- 5. To receive declarations of interest and/or consider the granting of dispensations.**
- 6. To confirm the minutes of the Ordinary Parish Council Meeting held on 8th April 2024 are a correct record of that meeting.**
- 7. Public Forum**
 - The public session which, at the Chairman's discretion may last up to 30 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council meeting. Members of the public are asked to restrict their comments and/or questions to five minutes.
- 8. Representative Reports.**
- 9. Clerks Report.**
- 10. To Review and Make Appointments for the Standing Committees, Other Committees and Working Parties as follows:**
 - To consider and review the Terms of Reference for the Committees and Working Parties.
 - To consider and approve nominations for membership of the Committees and Working Parties:
 - i. Planning Committee (Standing Committee)
 - ii. Finance Committee (Standing Committee)
 - iii. Staffing Committee (Standing Committee)
 - iv. Neighbourhood Plan Committee
 - v. Green Spaces Working Party
 - To elect a Chairman for each Standing Committee.
- 11. To Consider and Approve Nominations for Parish Council Representatives:**
 - Village Hall Management Committee (1)
 - Recreation Association Committee (3)
 - Scouts Liaison (1)
 - Plumley Wood Liaison (2)
 - DAPTC (Eastern Area Committee (2)



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12. To agree Councillor Responsibilities for 2024/2025:

- Playground/Gym Equipment and Tree Inspections (2)
- Allotments (2)
- Monitoring of Public Rights of Way (2) (responsibility of Dorset Council and Landowners)
- Grit Bins/Winter Maintenance (1)
- Community Transport (1)
- Speed Indicator Devices (SIDs) (2)
- War Memorial (1)
- Land at Sandleheath Road (1)

13. To review and approve Standing Orders.

14. To review and adopt amended Financial Regulations.

15. To review policies and procedures relating to General Data Protection Regulations.

16. To agree that the criteria for adoption of the General Power of Competence (GPOC) have been met and to resolve to adopt it with immediate effect.

17. To approve meeting dates and venues for 2024/2025.

18. To agree the Council's annual membership of DAPTC And NALC and to approve the Clerk's annual membership of SLCC.

19. To approve Fair Account as the Council's Internal Auditor For 2024/2025.

20. To resolve to appoint a Councillor to conduct a quarterly review of the financial records in conjunction with the Parish Clerk/RFO in accordance with the Council's Financial Regulations.

21. To review and approve the payment of telephone, broadband, waste collection, Information Commissioner, pension contributions and HMRC payments by direct debit in accordance with the Council's Financial Regulations.

22. To review and approve the use of BACS to make payments in accordance with the Council's Financial Regulations.

23. Finance – to discuss and agree the following:

- To approve the monthly payments as listed in the schedule (i) and agree to delegate an authorised Cllr for online banking payments.
- To receive both the monthly and quarterly bank reconciliations.

24. To receive an update regarding the Planning Appeal for P/OUT/2023/01166.

25. To ratify the approval of the Duty of Care Renewal 2024/25 for the provision of waste collection by Dorset Council.

26. To receive an update on the requested payment to the ARA for the indexation payment of the annual running costs and to agree any actions including payment.

27. To review the latest play inspection report and to agree any actions.

28. To receive a report on a meeting regarding the location of the grit bin and to agree any actions.

29. To receive an update on the Fete preparations and to agree any actions.

30. To receive a report on CIL monies and to agree use of funds.

31. To approve planting outside village hall (boxes) up to maximum cost of £50.00.

32. To agree attendance at the next Councillor surgery on Saturday 18th May.

Date of next meeting – Monday 10th June 2024.



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(i) Schedule of Monthly Payments for Approval

Payable To	Amount	VAT	Total	Details
P Reynolds (Fair Account)	135.00	0.00	135.00	End of Year Audit
AAA Subscription Payments	31.00	0.00	31.00	Allotment Subscriptions
Alderholt Recreation Association	1800.00	0.00	1800.00	1 st Instalment of Annual SLA Agreement
Assist Business IT Ltd	139.21	27.84	167.05	IT Support
Alderholt Parish News	14.00	0.00	14.00	May Article
Salisbury Glass	1925.83	385.17	2311.00	Deposit for Windows and Doors
Viking	30.20	6.04	36.24	Stationery Supplies
Kerry Brooker	8.05	0.00	8.05	Reimbursement for Annual Parish Meeting Refreshments
Assist Business IT Ltd	637.15	127.43	764.58	Replacement of NAS Drive and Associated Works.
Elite Playground Inspections	225.00	45.00	270.00	Works to Activity Trail and MUGA
Salisbury Glass	2888.75	577.75	3466.50	Materials Payment
European Administration Limited T/A The Barrister Group	18133.33	3626.67	21760.00	Final Instalment of Barrister Fee
Receipts				
Precept Payment	48869.60	0.00	48869.60	1 st Precept Instalment
CIL Monies	7451.26	0.00	7451.26	CIL Monies
Allotment Plot Fees for Three Plots	78.00	0.00	78.00	Allotment Plot Fees