

NEWTOWN PARISH COUNCIL**Hampshire**

Minutes of a meeting of Newtown Parish Council held on

Monday 19th May 2025 at 6pm, Newtown Village Hall

Present: Meeting Chair: Tom Reseigh
Councillors: Jo Exelby, Karen Sirett-Kelly,

In attendance: Clerk: Rebecca Cloke

1. Apologies

Apologies were received from Cllr Page and Cllr Thacker.
Cllr Ward was absent.

2. Election of Chairman for 2025-26

Proposed by Cllr Exelby and seconded by Cllr Sirett-Kelly, Cllr Reseigh was elected to continue as Chair.

3. Declarations of Interest

None

OPEN FORUM – none**4. Appointment of representatives to outside bodies**

Village Hall Committee Member – Proposed by Cllr Sirett-Kelly and seconded by Cllr Exelby, Cllr Reseigh was appointed as the Village Hall Committee Parish Council representative with Cllr Sirett-Kelly also representing NPC.

5. Appointment to committees

Newtown Common Management committee – Proposed by Cllr Sirett-Kelly and seconded by Cllr Reseigh, Cllr Exelby would continue as Chair on the Newtown Common Management Committee and Cllr Page would become a Committee Member.

6. Appointment of Vice-Chair

Proposed by Cllr Reseigh and seconded by Cllr Exelby, Cllr Sirett-Kelly was elected as Vice Chair.

Chair,

7. Approval and signing of the minutes of the meeting held on 10th March.

The minutes were approved by the Council and signed by the Chair. Proposed by Cllr Exelby and seconded by Cllr Reseigh.

Carried forward actions

C/Fwd Total number of Slow and 5mph speed signs needed to be established so the Clerk could order the signage.	TR / RC
C/Fwd Cllr Reseigh to follow up email PC Martyn Evans regarding an update on implementing speed enforcement measures on the B4640.	TR
C/Fwd Cllr Ward to initiate the project in Spring 25 to update and reprint the residents book.	?
C/Fwd Cllr Reseigh to place another FOI request for speed data for the B4640 in March / April.	TR
C/Fwd Cllr Exelby to give Cllr Reseigh a copy of the no through route signage so larger signs can be made.	JE / TR
C/Fwd Cllr Exelby to contact Millets Brow regarding the encroachment.	JE
C/Fwd Cllr Reseigh to email request to Tom Payne, to Cllr Harvey who had pledged to follow up regarding the bylaws on NPC behalf.	TR

8. Report for “News from the Villages”

Cllr Reseigh committed to prepare an article for upcoming edition including items discussed at the Parish Assembly.

9. Village Hall parking arrangements

Cllr Reseigh raised a concern regarding residents local to the Village Hall, using the Village Hall car park to park rather than in proximity to their residencies, which could reduce the space available for hirers and would set a precedent for parking in breach of the bylaws. It was agreed that a policy regarding the common land including permission for parking should be created.

ACTION: Cllr Reseigh to draft a policy regarding common land and specifically covering parking arrangements for review.

10. Village Gateways

Hampshire County Council had sent a document outlining the procedure, prices and application form for the Village Gateways. The clerk had circulated this to the councillor for review. It had previously been agreed that it would be proposed as a project at the Parish Assembly to gauge interest.

Chair

11. Finance reports

- a) Resolved that the Annual Governance and Accountability Return – Certificate of Exemption** be signed by the Chairman and the clerk.

Review and approve the Annual Governance and Accountability Return 24/25

It was agreed that Section 1, the **Annual Governance and Accountability Return 2024/25** be completed to the effect that:

1. The Parish Council has put in place arrangements for effective financial management during the year, and for the preparation of the accounting standards.
2. The Parish Council has maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. The Parish Council took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
4. The Parish Council has provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. The Parish Council has carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. The Parish Council maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. The Parish Council has taken appropriate action on all matters raised in reports from internal and external audit.
8. The Parish Council has considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.

- b) To receive the Internal Audit report 2024/25**

The clerk had circulated the internal auditor's report. No issues had been raised. The auditor's report was approved and accepted, proposed by Cllr Reseigh seconded by Cllr Exelby. Thanks were given to the Clerk.

- c) To receive the report on the budget for 2025/26**

The clerk summarised the main variances to budget, year to date, in the income and expenditure and summarised the reserves held. The Chair checked the bank balances to bank statements. Received and approved.

- d) Parish council / working party insurance renewal**

The Clerk briefed the councillors that having reviewed the "working party" insurance she was proposing cancelling this policy as Volunteer Working parties were not taking place currently. The Clerk outlined that she had struggled to receive quotes from other insurance providers and proposed that the Zurich policy was renewed but further work be carried out to look into increasing the levels of cover in certain areas of the policy. Proposed by Cllr Sirett-Kelly and seconded by Cllr Exelby.

12. Approval of payments

To approve and ratify the following payments:

Date	Ref	Payment Method	Payee	Description	Net	VAT	Gross
08-Apr	B130	BACS	Parish Online	Mapping Software	£45.00	£9.00	£54.00
15-Apr	B131	BACS	HALC	Affiliation Fees	£228.00	£0.00	£228.00
29-Apr	B132	DD	Lloyds bank	Bank charge	£4.25	£0.00	£4.25
16-May	B133	BACS	NetWise	Website / email hosting ans support	£330.00	£66.00	£396.00
18-May	B134	BACS	Rebecca Cloke	Expenses - various	£197.93	£31.66	£229.59
31-May	B135	DD	Lloyds bank	Bank charge	£4.25	£0.00	£4.25
					£809.43	£106.66	£916.09

13. Correspondence

The Clerk and Chair of both Newtown and Burghclere PC received correspondence from a resident on Sheepwash Lane regarding damage done to the common land and hedgerow at Sheepwash Lane by Thames Water's contractors. The email had also been sent to Hampshire County Council, the Borough Councillor and County Councillor. The resident was concerned that furth work was due to be carried out without the correct permissions in place. Cllrs Reseigh and Exelby visited the site and spoke with the resident. Thames Water clarified that the Government Planning Practice Guidance confirms that Common Land Consent is not required for this type of minor vegetation removal carried out as part of statutory utility maintenance.

14. Date of next meetings

Dates for the next meetings were set for:

22nd July, 9th September, 11th November, 13th January, 10th March

The meeting closed at 6:40pm

Signed

Date.....

Chair,

Appendix 1 - Summary of agreed actions

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