

HURSTBOURNE TARRANT PARISH COUNCIL

Chairman: Councillor I Kitson

Clerk: Mrs M Edwards

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SUMMONS issued under LGA 1972, Sch 12 para 10(2)(a)

EXTRAORDINARY MEETING OF THE PARISH COUNCIL

I hereby give notice to the Councillors that an extraordinary meeting of Hurstbourne Tarrant Parish Council will be held at the Royal British Legion club, Ibthorpe, on **Tuesday 28th June 2022 at 7.30 pm** at which your attendance is required.

Members of the Press and Public are entitled to attend

Any questions for the Council can be emailed in advance to: theparishclerk@hbt.org.uk

AGENDA

1. **APOLOGIES FOR ABSENCE** - to receive apologies
2. **DECLARATIONS OF INTEREST** - to receive from councillors any declarations of interest relating to items on the agenda, requests for dispensations, in accordance with the Council's code of conduct.
3. **MINUTES OF PREVIOUS MEETING** - To approve, propose, second and sign the minutes as a true record of the parish council meeting held on 23rd May 2022
4. **ACTIONS ARISING** from previous minutes (for information only)
 - potholes on access road to HTCC
 - overgrowth on rights of way
5. **PUBLIC PARTICIPATION** - to receive any questions or petitions (for information only)
6. **PLANNING MATTERS** - any planning matters arising including the following applications:
 - 22/01519/CLEN – **Greenfields, Upton** – Mr Henry Harrison – application for a lawful development certificate for existing use of land north of Greenfields as residential (C3) use. Exp 2nd July
 - 22/01365/CLEN – **Dryer Bungalow, The Dene, HBT** – Mr A Murdoch – application for a lawful development certificate for existing occupation of dwelling without compliance. Exp 18th June
 - 22/01395/FULLN – **Ibthorpe Manor Farm, Horseshoe Lane, Ibthorpe** – Mrs S Watson – construction of synthetic grass tennis court. Exp 24th June.
 - 22/01519/CLEN - Application for lawful development certificate for existing use of land north of Greenfields as residential (C3) use - **Greenfields, Upton** - Mr Henry Harrison.
This application only deals with establishing, in the case of an existing use or development (application reference number above ends in CLE), whether it has been in existence continuously for a period of at least 10 years (4 years in some cases)

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7. **COUNCILLORS' UPDATES** - to discuss any matters arising since the last meeting on 23rd May 2022

8. **CLERK'S REPORT & CORRESPONDENCE**

9. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22**

To approve the following:

- the Annual Governance statement in section 1 of the AGAR and to accept any recommendations or actions put forward by the internal auditor, and the Clerk and Chairman signing section 1 of the AGAR
- [that the statement of accounts contained in section 2 of the AGAR represented fairly the financial position of the council](#)
- the Council's accounts and for the Responsible Financial Officer and Chairman to sign section 2 of the AGAR
- [the annual internal audit report 2021/22, together with any comments or recommendations arising from the internal audit.](#)
- whether to certify the Parish Council, based on the internal audit, as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31st March 2022. (To approve the Responsible Financial Officer and Chairman to sign the Certificate of Exemption)
- [To agree the dates for the Notice of Public Rights](#)

10. **PERFORMANCE MONITORING 2021/22**

- to review the effectiveness of the internal audit and adopt any recommendations as required to meet statutory financial obligations
- [to appoint an internal controller for the financial year 2022/23](#)
- to appoint an internal auditor for the financial year 2022/23

11. **FINANCE** - update on payments made since the last meeting on 23rd May 2022.

12. **NEXT MEETING** - the next meeting is due to be held on Monday 18th July 2022.

21st June 2022

Distribution: Cllrs: I Kitson ; M Thomas ; L Russell ; J Williams ; N Hedger ; J Bentley

Borough Cllr: P North : **County Cllr:** K North

Copies to: website: www.hbtparishcouncil.org.uk