



# New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP  
Tel: 01962 732079. Email: [townclerk@newalresford-tc.gov.uk](mailto:townclerk@newalresford-tc.gov.uk) Website:  
[www.newalresford-tc.gov.uk](http://www.newalresford-tc.gov.uk)

## Minutes of the Annual Meeting of New Alresford Town Council held electronically via Zoom, on Tuesday 26 May 2020 commencing at 19:30pm

Name	Present	Apologies	Absent
Cllr Divall (Chair)	✓		
Cllr Sprott (Vice-Chair)	✓		
Cllr Gordon-Smith	✓		
Cllr Bean	✓		
Cllr Byrne	✓		
Cllr Cavell	✓		
Cllr Evans	✓		
Cllr Holmes	✓		
Cllr Jeffs	✓		
Cllr Jones	✓		
Cllr Weston	✓		

**ALSO PRESENT:** Marcia Phillibert - Town Clerk  
**1 member of the public present**

The Chair welcomed all present to the meeting.

**20/001 ELECT CHAIR OF NEW ALRESFORD COUNCIL TOWN FOR MUNICIPAL YEAR 2020/21**  
**RESOLVED:** That Councillor Marilyn Weston is Chair of New Alresford Town Council for Municipal year 2020/21

**(i) RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIR**

Councillor Weston declared the acceptance of office as Chair of New Alresford Town Council. Due to the circumstances of an E meeting arrangements were made for Councillor Weston to sign Acceptance of Office document at a later date.

**20/002 ELECT VICE CHAIR OF NEW ALRESFORD TOWN COUNCIL FOR MUNICIPAL YEAR 2020/21**

**RESOLVED:** That Councillor Ann Bean is Vice Chair of New Alresford Town Council for Municipal year 2020/21

**20/003 APOLOGIES FOR ABSENCE.**

No apologies received

**20/004 DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**

The Clerk advised nothing received for this meeting

**20/005 DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS ON ITEMS ON THE AGENDA.**

No declarations made by members

**20/006 PUBLIC PARTICIPATION**

A member of the public declared themselves as Clerk to two other councils and Chair of SLCC Hampshire Branch and attended the meeting in support of the clerk in relation to agenda item 20/008

**20/007 APPROVE MINUTES AND RECOMMENDATIONS OF THE TOWN COUNCIL MEETINGS HELD ON 25 FEBRUARY AND 9 APRIL 2020**

**RESOLVED:** That the minutes and recommendations of the Town Council meetings held on 25 February and 9 April 2020 be approved

**20/008 ADOPT MODEL STANDING ORDER 4DVI, 4DVII AND AMEND TERMS OF REFERENCE ACCORDINGLY**

**RESOLVED:** That Model Standing Order 4dvi, 4dvii be adopted and Terms of Reference amended accordingly

**20/009 ADOPT STANDING ORDERS**

**RESOLVED:** To adopt Standing Orders subject to agenda item 20/008

**20/010 STRUCTURE AND MEMBERSHIP OF THE STANDING COMMITTEES FOR THE MUNICIPAL YEAR 2020/21**

**(i) COMMUNITY AND TOURISM COMMITTEE**

**RESOLVED:** That the members of the Committee are Councillors Jones, Cavell, Weston, Divall, Evans, Holmes and Sprott

**(ii) FINANCE AND FACILITIES COMMITTEE**

**RESOLVED:** That the members of the Committee are Councillors Bean, Weston, Divall, Jeffs, and Holmes

**(iii) PLANNING COMMITTEE**

**RESOLVED:** That the members of the Committee are Councillors Gordon-Smith, Bean, Jeffs, Byrne and Sprott

**(iv) RECREATION AND ENVIRONMENT COMMITTEE**

**RESOLVED:** That the members of the Committee are Councillors Jones, Cavell, Gordon-Smith, Bean, Jeffs, Byrne and Sprott

**(vi) STAFFING COMMITTEE**

**RESOLVED:** That the Staffing Committee is dissolved

**20/011 APPOINT A CHAIR FOR ALL STANDING COMMITTEES FOR THE MUNICIPAL YEAR 2020/21**

**(i) COMMUNITY AND TOURISM COMMITTEE**

**RESOLVED:** That the Chair of the Community and Tourism Committee is Councillor Evans

**(ii) FINANCE AND FACILITIES COMMITTEE**

**RESOLVED: That the Chair of the Finance and Facilities Committee is Councillor Dival**

**(iii) PLANNING COMMITTEE**

**RESOLVED: That the Chair of the Planning Committee is Councillor Bean**

**(v) RECREATION AND ENVIRONMENT COMMITTEE**

**RESOLVED: That the Chair of the Recreation and Environment Committee is Councillor Sprott**

**20/012 APPROVE DATES OF COUNCIL AND COMMITTEE MEETINGS FOR THE MUNICIPAL YEAR 2020/21**

**RESOLVED: That the dates for June 2020 be approved and the remaining calendar dates for the municipal year be deferred to the next Town Council meeting to be held on 23 June 2020.**

**20/013 ADOPT THE TERMS OF REFERENCE FOR ALL STANDING COMMITTEES**

**RESOLVED: That the Terms of Reference for all standing Committees be adopted**

**20/014 ADOPT FINANCIAL REGULATIONS AND CONDUCT BUDGET REVIEW AT FIRST COMMITTEE MEETING**

**RESOLVED: That the Financial Regulations be adopted and that all standing committees conduct a budget review at their first committee meeting**

**20/015 AGREE NO ANNUAL TOWN ASSEMBLY WILL BE HELD FOR MUNICIPAL YEAR 2019/20**

**RESOLVED: That the Annual Town Assembly for municipal year 2019/20 will not be held. That the years Chairs annual reports be published.**

**20/016 APPROVE PURCHASE LEDGERS UP TO 30 APRIL 2020**

**RESOLVED: That the purchase ledger up to 30 April 2020 be approved**

**20/017 APPROVE DETAILED BALANCE SHEET, BANK RECONCILIATION, BANK STATEMENTS AND INCOME AND EXPENDITURE REPORT AS AT 28 FEBRUARY AND TO NOTE 31 MARCH 2020**

<b>Ledger</b>	<b>Balance</b>
Balance Sheet (Asset – Liabilities)	355,012
Income - Expenditure YTD	71,482
Current Account	68,128.91
32 Day Notice	297,545.47
Petty Cash	10.55

**RESOLVED: That the Detailed Balance sheet, Bank reconciliation, Bank Statements and Income and Expenditure report as at 28 February be approved. The reports as at 31 March 2020 are noted.**

**20/018 NOTE OFF BALANCE SHEET LIABILITIES**

**RESOLVED: That the off-balance sheet liabilities with regards to staff pension and outstanding loans is noted**

- 20/019 AGREE THAT VE DAY AND THE SUPPORT NETWORK WORKING GROUPS CONTINUE**  
**RESOLVED:** That the VE Day working group continues led by Councillor Byrne and the Support Network working group continues led by Councillor Dival
- 20/020 AGREE THE CLERKS CONFIRMATION OF REPORTS AS PER STANDING ORDERS 5J**  
The Clerk provided an overview of policy catalogue, direct debit, standing order, regular payments and asset register.  
**RESOLVED:** That the public liability insurance due for renewal 24 June 2020 be renewed at a price of £6115.13 including tax and the cyber insurance is renewed at a price of £319.20
- 20/021 AGREE THAT CLERKS DELEGATED AUTHORITY UNDER SECTION 101 LGA 1972 IS RESCINDED**  
**RESOLVED:** That the Clerks additional delegated authority is rescinded and spending limit decreased from £5000.00 to £1000.00 – Agenda item 19/264 I. refers
- 20/022 ACKNOWLEDGE THAT NEW ALRESFORD TOWN FOOTBALL CLUB HAS CHANGED HANDS AND NOW CONTROLLED BY MR CRAIG SCRIVENS.**  
**NOTED:** That the new owners of New Alresford Town Football Club is Mr. Craig Scrivens
- 20/023 AGREE THAT THE ARLEBURY LTD OPERATE A TAKEAWAY/CLICK AND COLLECT SERVICE FROM THE LOWER MEETING ROOM ARLEBURY RECREATION PARK**  
**RESOLVED:** That the Arlebury Limited takeaway/click and collect service is approved subject to government guidelines, planning and insurance requirements
- 20/024 APPROVE £1000.00 FROM COVID-19 FUND TO SUPPORT TOWN DIGITAL NEWSLETTER.**  
Item withdrawn

The Meeting concluded at

**DATE OF NEXT MEETING TUESDAY 23 JUNE 2020 VIA ZOOM**