

All minutes are draft until ratified by the Council at the next meeting

HEADLEY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Monday 9th June 2025 at the Parish Office, Arford Road, Headley at 7.30pm

Present:

Cllr Mark Dickens
Cllr Neville Merritt
Cllr Tony Williamson
Cllr Stephen Thair
Cllr Peter Ellens

Cllr Anthony Williams
Cllr Deborah Chamberlain
Cllr Sally Laker
Cllr Paul Tansley

In attendance: Mrs Rachel Audsley (Clerk & Executive Officer), Cllr Debbie Curnow-Ford

- C037/25 **Apologies for Absence**
Apologies were received from Cllr Lesley Coombes and Cllr Sue Bettin
- C038/25 **Declaration of Interests**
None declared.
- C039/25 **Public Participation**
None.
- C040/25 **Council Minutes**
RESOLVED: To confirm the Minutes of the Full Council meetings held on 13th May 2025. The Clerk to add Cllr Williamson to the Pavilion & Playing Fields Management Group as accidental omission.
- C041/25 **Committee Minutes**
The Planning Minutes from 2nd June 2025 were received.
- C042/25 **Chairman's Report**
The Chairman noted there were questions to raise during the detailed agenda items and will discuss these at the relevant points on the agenda.
- C043/25 **Hampshire County Council Matters**
a. County Cllr Debbie Curnow-Ford was at the meeting and her report is attached to these Minutes. Cllr Curnow-Ford stated that she had requested the rest of B3004 at the junction of Tulls Lane be finished.

All minutes are draft until ratified by the Council at the next meeting

The Local Nature Recovery consultation was discussed. It was agreed that Cllrs Thair and Merritt would submit a formal response under the Greening Campaign.

b. None

C044/25 **East Hants District Council**
Cllr Williams report had been previously circulated and is attached to these Minutes.

C045/25 **Council Representative reports**
EHAP&TC
Cllr Thair gave an update on a recent EHAP&TC meeting focusing on the Local Government Review and experience.
Cllr Thair will identify a small number of recommendations to put before the next meeting. Any recommendations please share with Cllr Thair.

Village Hall
It was reported that they had made a small profit.

Headley Sports Association
May not wish to continue in its current format.

River Wey Trust
The annual party will not be taking place this year, however a lot of time is being spent on monitoring and sampling the water. A new Communication Strategy is currently being developed.

Twinning Association
The Mayor attended the recent visit. Fundraising events will be taking place throughout the year.

C046/25 **Financial matters**
Bank Reconciliations and Trial Balance for April 2025
RESOLVED: Members received and approved the bank reconciliations and trial balance for April 2025.

C047/25 **Payments (including credit card payments) for May 2025**
RESOLVED: Members received and approved the payments (including credit card payments) for April 2025 consisting of 46 transactions totalling £109,398.51

C048/25 **Receipts for May 2025**
RESOLVED: Members received and approved the receipts for May 2025.

C049/25 **Income & Expenditure against budget as at 31st May 2025**
RESOLVED: To approve the income and expenditure for May 2025.

All minutes are draft until ratified by the Council at the next meeting

C050/25 **To note any payments made outside of meetings under the Scheme of Delegation.**
It was noted that £452.00 was spent repairing the SLR, however £200 will be recovered from Grayshott and Greatham Parish Councils toward the cost and £1500 instructing Tricia Kerr for Colour Consultant Services for the Pavilion.

C051/25 **To note signatories for council held bank accounts**
The bank signatories were noted.

C052/25 **To note list of regular payments.**
The regular payments were noted.

Internal Council Matters

C053/25 a. To note and approve previously circulated IT Policy
RESOLVED: To check with the Auditor as to the proposed policy and whether this can be used in conjunction with the current policy.
b. To note and consider request of grant of £500 for Headley Fete
RESOLVED: To grant the Fete £500
c. To agree purchase of defibrillator pads.
RESOLVED: To purchase defibrillator pads if Cllr Thair is unable to obtain some locally.

Open Spaces & Sport

C054/25 To consider quotation for Playground Repairs and Village green signage
RESOLVED: To purchase a new picnic bench for the playground on the village green at a cost of £515 and repair the Seal Rocker at a cost of £290 and replace the bench at the Playing Fields play area at a cost of £545. To order the 'Pick up after your dog signs' and to add a 'No Horses sign' on the village green.
a. To consider quotation for Tree works identified within the recent Tree Survey.
Two quotes were presented. The Clerk was awaiting one more quote.
RESOLVED: To delegate decision to Clerk and Chairman once additional quote received due to timescales for required works.
b. To note use of green for Headley CAN 28th June
RESOLVED: To permit use of Village Green

The Pavilion and Playing Fields

To receive an update on the Pavilion and consider recommendations from the Working Party.

All minutes are draft until ratified by the Council at the next meeting

- CO55/25 a. To receive update and consider Working Party recommendations.
- d. To approve (previously) circulated schedule of invoices relating to pavilion contractor Flint Construction Ltd.
RESOLVED: To approve Invoice for £81,409.38 including VAT
- e. To note additional expense for roofing and drainage and to agree the expense from the contingency budget.
- f. **RESOLVED:** To agree the essential costs to come from general reserves. It will not be possible to include phase II primarily the football terrace or bowls canopy unless additional funding secured.
Any extras are not covered within the contingency budget.

A communication strategy is in place for future use, with posters due to be circulated.

Due to time constraints on some aspects of the build, it will be necessary to discuss via email and approval sought under the scheme of delegation between meetings.

- g. To note appointment of Tricia Kerr for additional design consultation.
RESOLVED: To appoint Tricia Kerr for additional design consultation.

h. To note expenditure of £1,144.53 for SGN repositioning underground utilities.

j. To consider kitchen quotation.

Deferred to next meeting.

k. To note state of main hall floor update and to agree possible alternative and appropriate costing.

Deferred to next meeting

There being no further business the meeting closed at 9.14pm.