MINUTES OF ANNUAL MEETING OF EAST WOODHAY PARISH COUNCIL
18 May 2026
18:30 East Woodhay Village Hall

Chairman:	**Cllr Hurst (Chair)**
Present:	**Councillors K Titcomb, G Dick, D Blakeway, M Rand, A Midwinter, C Roots**
Clerk:	**Amy White**

Cllr Hurst welcomed everyone to the meeting.

01/26 Item 1: Resolution to elect a Chair
Cllr Hurst put himself forward as Chair:
Proposer for Cllr Hurst: Cllr Titcomb
Seconder for Cllr Hurst: Cllr Rand
Result of vote: Full council unanimously voted for Cllr Hurst, who was duly elected as Chairman.

02/26 Item 2: Resolution to elect a Vice Chair
Cllr Titcomb put herself forward as Vice Chair.
Proposer for Cllr Titcomb: Cllr Hurst
Seconder for Cllr Titcomb: Cllr Midwinter
Result of vote: Full council unanimously voted for Cllr Titcomb, who was duly voted as Vice Chair.

All councillors present signed a Declaration of Acceptance of Office in front of the Clerk.

03/26 Item 3: Apologies for Absence
None.

04/26 Item 4: Declarations of Interest
None.

05/26 Item 5: To agree Minutes of full council meeting on 27 April 2026
The Minutes of 27 April 2026 were accepted as a true record and signed by the Chairman, Cllr Hurst.

06/26 Item 6: Matters arising from Minutes of 27 April 2026

Item	Action	Owner

156/25	Clerk to receive quote from Scofell ref Heath End recreation ground and take to next Amenities Meeting for consideration of costs involved- Actioned- quote will be discussed at Amenities Meeting 20 May 2026. Cllr Hurst to put together proposal of Heath End project for the council to consider once quotes have been received- In action (see above item).	**Clerk** **Cllr Hurst**
169/25	Clerk to accept quote from Lampards regarding the further parish drainage quote- Actioned and work scheduled for August 2026.	**Clerk**
170/25	Cllr Dick will pursue further the concept of parish volunteers and/or Lengthsman taking responsibility for small potholes with support from Hampshire County Council (please see report for further details)- Actioned- see Highways report on the website. Also see item 11.	**Cllr Dick**

07/26 Item 7: Confirmation of eligibility of EWPC to exercise General Power of Competence

Criteria:

- Elected Councillors

  At the precise moment that the council resolves that it meets the criteria, the number of councillors elected at the last ordinary election, or at a subsequent by-election, must equal or exceed two thirds of its total number of councillors. Elected councillors include all councillors who stood for election (including at a by-election) whether or not the election was contested. Co-opted or appointed councillors do not count as they are not elected.

  The total number of councillors means the number of seats on the council including those that might be vacant. If two thirds is not a whole number, then it must be rounded up to the next whole number. For example, if the number of councillors in total is 8 and two thirds is approximately 5.3, then the number of councillors that must be elected is 6.

- A Qualified Clerk

  The clerk must hold at least one of the sector-specific qualifications and should have completed the relevant training designed as part of the National Training Strategy for local councils.

Resolved:

That East Woodhay Parish Council, having met the conditions of eligibility as defined in the Localism Act 2011 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, hereby adopts the General Power of Competence with immediate effect until the next relevant Annual Meeting of the Council.

08/26 Item 8: Policies for Approval: Standing Orders, Financial Regulations

Full council approved the unamended NALC model Standing Orders and NALC model Financial Regulations (5.8 amended to seek 3 quotes for contracts greater than £7000) and EWPC Financial Risk Assessment.
Action: Clerk to add updated policies to website.

09/26 Item 9: Planning Committee Update
Please see Planning Minutes on the website.
Current committee members are confirmed as: Cllr Titcomb (Chair), Cllr Donoghue, Cllr Blakeway, Cllr Cooper, Cllr Midwinter.
Action: Planning Committee to review Terms of Reference in next committee meeting.

10/26 Item 10: Amenities Committee Update
Please see Amenities Minutes on the website.
Current committee members are confirmed as Cllr Rand (Chair), Cllr Hurst, Cllr Blakeway, Cllr Midwinter.
Action: Amenities Committee to review Terms of Reference in next committee meeting (July).

11/26 Item 11: Highways Update
The SID has been stolen from its post on the WH road.
Action: Clerk to report stolen SID to police and claim on the recently reconfirmed Zurich insurance.

Small potholes and volunteer/Lengthsman action:
Action: Cllr Dick will continue to pursue this with HCC ref small potholes, but not engage with other parish councils as it was agreed to be too time-consuming.

12/26 Item 12: Finance

a) **Accounts for payment**
The Clerk presented the items for payment, see the end of the Minutes.
Bank reconciliation as at 30 April 2026:
Natwest: **£55365.49**
Redwood: **£25266.82**
Total**: £80632.31**

Annual Governance Statement and Annual Accounting Statement
The Clerk sent the AGAR in advance to the finance committee who confirmed agreement with the figures presented by the Clerk. The council agreed to section 1, Annual Governance Statement and section 2 Annual Accounting statement. These statements were signed by the Clerk and the Chair.

Finance Committee remains unchanged as Cllr Hurst (Chair), Cllr Rand and Cllr Titcomb.

Current Direct Debits (pre-authorised):
HugoFox
Scribe (accounting software)
Red76

To add to payments not requiring authorisation:
Clerk salary

Litter warden salary
Pension
PAYE
Scofell Annual Maintenance

Subscriptions: The finance committee recommended maintaining the current HALC membership and LCPD subscription. This will be reviewed next year in light of the upcoming unitary changes.

13/26 Item 9: Items to bring to next meeting
Policies- FOI, data retention, complaints. September volunteer session. Review of all committees.

Next Meeting: Monday 29th June 2026, EWVH.

Actions from 18 May 2026 meeting

Item	Action	Owner
08/26	Clerk to add updated policies to website.	**Clerk**
09/26	Planning Committee to review Terms of Reference in next committee meeting.	**Planning committee**
10/26	Amenities Committee to review Terms of Reference in next committee meeting (July).	**Amenities committee**
11/26	Clerk to report stolen SID to police and claim on the recently reconfirmed Zurich insurance.	**Clerk**