

**DAMERHAM PARISH COUNCIL**  
Minutes of the Parish Council Meeting held  
On Tuesday 27<sup>th</sup> June 2023 in Damerham Village Hall

<b>Councillors present:</b> David Crane (Vice Chairman), Cathy Godber, Phil Stephens, Ann Bellows
<b>Members of the public present: 1</b>
<b>Others present:</b> Lindsey Malcom (Clerk to the Council)

<b>Public participation:</b> <b>The Following matters were raised:</b> No matters were raised by the attending members of public.
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**1. Apologies and declaration of quorum**

Cllrs P Tandy, K Anderson, P Doherty, G Ruth and R Major sent their apologies. Quorum was declared.

**2. Declaration of interest by any councillor on any Agenda item:**

No interests were declared.

**3. To approve minutes of previous Parish Council Meeting:**

There were no comments and all voted in favour of signing the Minutes of 15<sup>th</sup> May 2023 as being a true record of the meeting. Vice Chairman D Crane signed the Minutes

**4. To consider planning applications:**

**Application 23/10615 Methodist Chapel, High Street SP6 3EU**

**Installation of wastewater treatment plant to serve existing building**

It was noted that no objection has been received regarding the proposed work. All voted in favour of approving the works and it was RESOLVED to recommend PAR3 for the following reasons:

- The proposed works are a logical solution to a problem and enables the building to operate as a dwelling.
- Permission had been granted previously under application reference 20/11269

*Action: Parish Clerk to upload comments to planning portal – by 7<sup>th</sup> July*

**5. Internal Audit 2022/2023**

**5.1** The audit report was read and recommendations noted. The following actions have been/will be carried out:

- The full year cashbook was incorporated into the signed Minutes of 15<sup>th</sup> May
- Accounts will be checked by a councillor on a quarterly basis
- It was felt that the recommendation to have one bank account only was not necessary as the interest gained by one account more than paid for the bank charges of the other when the new bank accounts are transferred to Unity Bank

**5.2** To approve and complete the Exemption Certificate

The Exemption Certificate was approved by all and signed by the Vice Chair and Parish Clerk

**5.3** To consider and approve the Annual Governance Statement

The Annual Governance Statement was approved by all and signed by the Vice Chair and Parish Clerk

**5.4** To consider and approve the Accounting Statements

The Accounting Statements were approved by all and signed by the Vice Chair and Parish Clerk

**5.5** To receive dates for the smaller authority's period for the exercise of public right

The Parish Clerk advised that the public have the right to view the parish accounts from 3<sup>rd</sup> July until 11<sup>th</sup> August and may contact the Clerk to arrange a mutually convenient date.

*Action: Parish Clerk to submit documents to external auditor and upload to website – by 30<sup>th</sup> June*

**Items not on Agenda:**

A brief discussion was held regarding the proposed works by Wessex Internet in the area. Questions were raised regarding the length of time it will take and potential problems regarding parking and number of works vehicles.

**Date of next meeting:**

Monday 17<sup>th</sup> July 2023 at 7.30pm at Damerham Village Hall

Monday 21<sup>st</sup> August 2023 at 7.30pm (if needed for planning applications)

*These are draft minutes until approved at the next meeting*

*Lindsey Malcom – Damerham Parish Council Clerk*

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