

## **ROOKLEY PARISH COUNCIL**

Minutes of the Annual Meeting of Rookley Parish Council held on 29th May 2024 at 7.40 pm (following the Annual Rookley Parish meeting at 7,30 pm) in the Village Hall, Highwood Lane, Rookley, Isle of Wight, PO38 3NN.

### **PRESENT**

Chair Cllr. E Wills  
Cllrs. M Jones, T Caws & I Rigaudbarrett (taking the Minutes)  
One member of the public

### **206/24 APOLOGIES**

Apologies had been received from Cllrs Watts, Willis & Leah and IWC Ward Councillor S Ellis.

### **207/24 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

None reported.

### **208/24 ELECTION OF CHAIRMAN**

Prior to the meeting, Cllr Willis had agreed to being nominated as Chairman but in view of his absence due to ill health, Cllr Wills agreed to continue as Chairman for the time being.

### **209/24 ELECTION OF DEPUTY CHAIRMAN**

Cllr Leah, whilst not present, had agreed to being nominated and was elected as Deputy Chairman.

### **210/24 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

Deferred to the next meeting

### **211/24 MINUTES OF PREVIOUS MEETINGS**

The minutes of the meeting held on 1<sup>st</sup> May 2024 were approved.

### **212/24 MATTERS ARISING**

1. **New Clerk.** The appointment of Mrs Sally Woods as Parish Clerk and RFO was ratified
2. **Environment Officer Report.** A response from IWC on the latest position was still outstanding.
3. **Potential Insurance Claim.** A response has been received from the Insurers and it seems likely that a claim of £355 will be paid even though the work went ahead without prior approval.
4. **Internal Audit Report.** A 'clean' report had been received from Gareth Hughes

### **213/24 AGAR**

Blank copies of the Annual Governance and Accountability Return and the information to be included had been circulated. It was agreed that the completed forms be signed by the Chairman and Parish Clerk and published on the notice board and website.

It was agreed that the exemption certificate be signed and sent to the External Auditor as no external audit is required this year.

It was further agreed that a Notice of Public Rights be published declaring that the accounting records of the Parsh would be available for inspection via the Parish Clerk.

## **214/24 FINANCES**

Movements in the accounts held by Lloyds Bank were as follows:

	Deposit	Current
Balances as reported in minute 202/24	6,034.34	9,651.16
Interest on Deposit	6.45	
Rookley Village Association – hall hire		-250.00
Bright Brown Payro;; administration		-54.00
Information Commission subscription		-35.00
Insurance premium		-401.61
Balances at End of May	6,040.79	8,910.55

The following pending payments were approved.  
Eddie Read – village green grass and hedge cutting £212.50  
Gareth Hughes – Internal Audit fee £130  
Ian Leah – reimbursement of training fee £39.22

Invoice still awaited for tree survey and remedial work.

## **215/24 REPORTS FROM COUNCILLORS**

Cllr Jones confirmed thar he still hopes to arrange a meeting with a recently appointed PCSO to review parking problems in Hillcrest.

## **216/24 PLANNING**

None.

## **217/24 NEXT MEETING**

The next meeting od the Parish Council will be held on Wednesday 3<sup>rd</sup> July 2024 at 7.30pm in the Village Hall, Highwood Lane, Rookley, PO383NN.

The meeting closed at 8,25 pm.