



**Meeting of West Dean Parish Council**  
**Thursday 24 June 2021 commenced at 7:00pm**  
Outside the King George's Hall

Present: Harry Urquhart (HU) – Chair, Jane Higgins (JH), and Bill Seabrook (BS)

Others present: Melanie Camilleri (MC) – Clerk/RFO

No members of the public attended.

**68/21 Apologies for Absence:** Andy Francis (AF) and Ben Rowe (BR)

**69/21 Declarations of interest:** None

**70/21 Minutes:** the Minutes of the **Annual Parish Council Meeting on 17 May 2021** were approved.

**71/21 Finance**

i) 2020/21 Audit (Annual Governance and Accountability Return)

- On 20 May 2021, the internal auditor John J Murray completed the Annual Internal Audit Report (page 4 of the AGAR) reflecting the control objectives had been achieved throughout the financial year to the required standard
- The Certificate of Exemption reflecting total gross income and total gross expenditure for the year did not exceed £25,000 was unanimously approved and signed
- Section 1- the Annual Governance Statement: completed reflecting there is a sound system of internal controls. It was unanimously approved and signed
- Section 2- Accounting Statements: was completed, unanimously approved, and signed
- Notice of Public Rights and Publication of Annual Governance & Accountability Return (AGAR) Exempt Authority: The announcement will be published on 25 June 2021. Documents will be available for inspection on reasonable notice by application from 28 June to 06 August 2021

**72/21 Correspondence, AOB, urgent matters**

- i) Select a date for the West Dean Village 'Spring Clean': deferred until next public meeting (post lifting of lockdown)
- ii) Report from Alan Bannister on the joint NDP for West Dean and West Tytherley, Frenchmoor & Buckholt:-  
On 21 June 2021, the joint NDP was formally submitted for consultation. Test Valley Borough Council is the lead authority and is undertaking the consultation. The documents can be viewed at: [West Tytherley, West Dean, Frenchmoor and Buckholt Neighbourhood Plan | Test Valley Borough Council](#)  
Responses must be received no later than **Noon on Tuesday 10 August 2021**.

**73/21 Date of next meeting**

The date of the next **West Dean Parish Council** meeting will be held on **Tuesday 10 August** at **7:00pm** in the **King George's Hall**

Being no further business, HU closed the meeting at 7:59pm.