



# Wickham Parish Council

Minutes of the Annual General Meeting of the above Council held at Wickham Centre on Thursday 30<sup>th</sup> May 2013 at 7.15pm.

**Present:** Angela Clear (Chairman), Sue Roger- Jones (Vice-Chairman), Therese Evans, Di Frost, Justin Gamblin, Nick Guy, Jenny Hollis, Jon Taylor.

Two members of the public, Parish Clerk Nicki Oliver.

1. **To elect a Chairman of the Council** Angela Clear elected.
2. **To receive the Chairman's declaration of acceptance of office** Received.
3. **To elect a Vice-Chairman of the Council** Sue Roger-Jones elected.
4. **To receive apologies for absence** Mike Bennett, Marie du Boulay, County Councillor Patricia Stallard.
5. **To review organisation of the Council and committees**
6. **To appoint representatives to outside bodies** Representatives appointed.
7. **To appoint committees and sub-committees** Committees appointed.
8. **To receive declarations of interest regarding agenda items** Angela Clear, Sue Roger-Jones and Justin Gamblin declared personal interests as trustees of Wickham Community Association (request for a grant on Finance Committee minutes)
9. **To adjourn meeting to allow participation by members of the public**

Resident Mike Hollis asked whether the Council had an inventory of 'old property'. The Chairman advised that the council doesn't have any such property. Mr Hollis also wishes Wickham Society to be involved with Local Plan Part 2 and raised concerns that at the Welborne exhibition the officers had no knowledge of local traffic concerns. The Chairman advised of a Neighbourhood Plan exhibition due to be held on 27<sup>th</sup> June concerning Local Plan Part 2. The Parish Council is responding to the Welborne consultation and will include traffic concerns.

**9.1 To receive Safer Neighbourhood concerns from the community** No report this month.

**9.2 Report from County Councillor** No report this month.

**9.3 Reports from District Councillors** The new mayor is Ernie Jeffs. Cllr Evans is a member of Planning Committee, Panel Chair for Informal Scrutiny Groups, Shadow Cabinet responsibility for Planning Development Control, Forward Planning, the Rural Areas and Southern Parishes and Deputy Group Leader. Cllr Clear is a member of the Standards Board Committee and deputy on the Planning Committee, Shadow Portfolio Holder for Environment and Group Manager.

**9.4 Questions from members of the public** Included above.

**9.5 Chairman's announcements** None.

**10. Meeting resumed to consider the following agenda items:**

10.1 To approve the minutes of the Full Council meeting held 22<sup>nd</sup> April 2013 **Minutes approved and signed.**

10.2 To consider co-option to fill council vacancy **Ryan Cottle co-opted. The Chairman welcomed Ryan to the Council.**

10.3 General Purposes Committee report (Cllr Gamblin)

10.3.1 To receive minutes of meeting held 8<sup>th</sup> May 2013 **Minutes received.**

10.3.2 Proposal to purchase a parish flag approximate cost £50 **Resolved.**

10.4 Lighting / Highways Representative report (Chairman) **Street lighting upgrading work will be starting in the summer**

10.5 Planning Committee report (Cllr Hollis)

10.5.1 To receive minutes of meeting held 8<sup>th</sup> May 2013 **Minutes received.**

10.6 Recreation Committee report (Cllr Roger-Jones)

10.6.1 To receive minutes of meeting held 8<sup>th</sup> May 2013 **Minutes received.**

10.7 Water Meadows Trust report. (Cllr Roger-Jones) **AGM held prior to this meeting.**

10.8 Finance Committee report: (Chairman)

10.8.1 To receive minutes of meeting held 8<sup>th</sup> May 2013 **Minutes received.**

10.8.2 Proposal to adopt accounts for internal audit as follows:

1. Receipts and payments accounts 2012/13
2. Asset register April 2013
3. Supporting statement 2012/13
4. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2013/14 / Review April 2013
5. Annual Governance Statement 2012/13 **Resolved.**

10.9 Projects reporting to Full Council

10.9.1 Monitoring Fareham LDF / North Fareham SDA (Cllr Evans) **Response to Welborne draft plan consultation to be made. Action Clerk.**

10.9.2 Monitoring WCC Local Plan (Cllr Clear / Cllr Evans) **Nothing further to report.**

10.9.3 Neighbourhood Plan (Cllr du Boulay) **Public exhibition of evidence gathered to date to be held on 27<sup>th</sup> June.**

10.10 Reports from representatives of outside organisations including:

10.10.1 Wickham Community Association (Cllr Roger-Jones) **Help for Heroes event due to be held on 29<sup>th</sup> June.**

10.10.2 Wickham Youth Club **No report this month.**

10.10.3 Wickham Community Tennis Club (Cllr Evans/Cllr Roger-Jones) **See Recreation Committee minutes for report.**

10.11 Reports on other recent meetings attended by Councillors/Clerk **None.**

**11. Recent correspondence** List circulated prior to meeting.

**12. Accounts for payment** It was resolved to pay the following accounts:

	Chq no	Recipient	Amount	Notes *payments to Clerk
1	2555	Sue Roger-Jones	£19.45	Refreshments for NP meeting
2	2556	John Willis	£80.00	Refix WC to floor in pavilion and outside WC
3	2557	Ken Abraham	£290.00	Internal audit
4	2558	NALC	£16.00	Local Council Review (publication for PCs)
5	2559	RG Warwick	£48.97	Cable ties, bin liners
6	BACS	Ian Bull Ltd	£90.00	Cleaning Welcome to Wickham signs, maps and signage in Station Close car park
7	BACS	Net Solutions Group	£3,720.00	Roof net for all weather pitch
8	BACS	SCATS	£47.28	Fertiliser for Knowle football pitch
9	BACS	Wickham Centre	£134.50	Room hire
10	BACS	HCC	£1,874.05	Street lights maintenance and energy Oct12-March 13
11	BACS	WCC	£1,927.90	Contribution towards public conveniences 2013/14
12	BACS	British Gas	£50.70	Floodlight electricity for all weather pitch
13	BACS	Southern Water	£27.75	Water for pavilion
14	BACS	All Seasons Tree Surgeons	£144.00	Tree work at Knowle
15	BACS	Park Place Farm Nursery	£577.50	Winter planting
16	BACS	OCS £540.00  £359.42  <u>£382.61</u>	£1,282.03	Repair and replace fencing around skatepark at Knowle, make good trip hazard in hard court, repair gates and fencing, 2m3 bark in Consort Mews around swing  Play area safety checks Wickham 8th & 22nd March dog bin emptying 1,8,15,& 22nd March Play area safety checks Knowle & dog bin emptying Ditto
17	BACS	HCC	£404.68	Employee and employer's pension conts
18	BACS	Paul Collins £1,678.00  £1,355.00  £125.00		<b>Wickham:</b> Village cleaning, verge and flowerbed maintenance, additional grass cutting, Lysander Meadow paths, recreation ground and football pitch, the Circle, rec ground & Community Centre play areas, skatepark, Bridge St Junction <b>Knowle:</b> Maintain three play areas, skatepark, MUGA football pitch and village green Attendance on all weather pitch: check and clean up on weekday mornings, lock up <b>Wickham extras:</b> March: reset bench and repair fence by Bostons £110, mark out pitch £65, clear after hedge cutter £40, April: clear Circle car park after caravan removed, mark out pitch £145

18	BACS	Paul Collins cont.	£3,158.00	<b>Knowle extras:</b> March: take down fence and make safe after car accident £45 April: apply fertiliser to pitch £30, remove and dispose of damaged seat from play area £20
19	BACS	Nicki Oliver	£1,233.01	*May salary
20	BACS	Home as office	£42.17	*Clerk's expenses May
21	BACS	Telephone and internet	£36.41	*Clerk's expenses May
22	BACS	Clerk's expenses	£14.08	*Visits to Knowle 23.4 - 30.5.13
		<b>Total</b>	<b>£14,764.06</b>	
		<b>Water Meadows</b>		
1	BACS	Paul Collins	£200.00	Maintenance April
2	BACS	Paul Collins	£850.00	Annual cut
3	302	Ken Abraham	£50.00	Accounts audit
		<b>Total</b>	<b>£1,100.00</b>	

## 12. Questions and comments from Councillors None.

Meeting closed 8.50pm

Signed.....

Date.....