



Wickham Parish Council

Minutes of the meeting of the above Council held at Wickham Centre on Tuesday 17th January 2017 at 7pm.

Present: Angela Clear (Chairman), Sue Roger-Jones (Vice-Chairman), Trevor Astbury, Therese Evans, Di Frost, Justin Gamblin, Tim Harper.

Co-opted Recreation Committee member Barry Causer, PCSO Barry Towler, five members of the public, Parish Clerk Nicki Oliver.

- 1. To receive apologies for absence** Adrian Brown, Alan Ediss, Nick Guy, County Councillor Patricia Stallard.
- 2. To receive declarations of interest regarding agenda items** None.
- 3. To adjourn meeting to allow participation by members of the public**

Resident Doug Copeland raised a complaint about bins being left out in Bridge St which the Chairman noted.

Resident Chris Hoare asked whether any complaints had been received about the Boxing Day event where large amounts of rubbish was left by mobile traders. Concerns also about motorbikes being driven on the pavement.

The Chairman confirmed that the Boxing Day event had no official organiser and thanked the volunteers who helped to clear up. Some consideration may be given to providing bins ahead of the next event. Mr Hoare advised that the Village Team would also be discussing the event and its organisation.

A request for support for a petition for traffic calming in Buddens Road was noted. It was agreed to advise Cllr Stallard of the campaign.

3.1 To receive Safer Neighbourhood concerns from the community A report was circulated prior to the meeting.

3.2 Report from County Councillor Report circulated prior to the meeting.

3.3 Reports from District Councillors Cllr Caroline Horrill has been elected Leader following the resignation of Cllr Stephen Godfrey. Requests for Winchester City Council to provide mobile cctv cameras to help deal with flytipping are being pursued.

3.4 Questions from members of the public Included above.

3.5 Chairman's announcements No announcements.

4. Meeting resumed to consider the following agenda items:

4.1 To co-opt to fill a Council vacancy **Loraine Rappe elected.**

4.2 To approve the minutes of the Full Council meeting held 21st November 2016
Minutes approved and signed.

4.3 *General Purposes Committee report (Cllr Gamblin)*

4.3.1 *To receive minutes of meeting held 3rd January 2017* **Minutes received.**

4.4 *Lighting / Highways Representative report (Chairman)* **Legal work for the Fareham Road and Normandy Court yellow lines still awaited.**

4.5 *Planning Committee report (Cllr Frost)*

4.5.1 *To receive minutes of meeting held 3rd January 2017* **Minutes received.**

4.6 *Recreation Committee report (Cllr Roger-Jones)* **Next meeting 7th February.**

4.7 *Water Meadows Trust report. (Cllr Roger-Jones)* **The annual cut and fencing work carried out by Paul Collins and his team looks very good.**

4.8 *Finance Committee report: (Chairman)*

4.8.1 *To agree precept request for 2017/18* **A total budget of £185,556 was agreed, £170,000 after deduction the Council Tax Support Grant. This represents a 20% annual increase or an extra £17 for the year for a Band D household.**

Whilst the percentage increase may look high the Council is having to budget for a future loss of Council Tax Support Grant from Winchester City Council which was around 10% of last year's budget.

This year's budget allows for increased costs for landscape, sports pitch and play area maintenance which have not increased since 2012. The costs of additional litter collection around the village have also been included.

A new budget of £2,000 has been allowed towards the running costs of Knowle Youth Project to match the grant given to Wickham Youth Club.

The Council discussed the proposed increases at great length and can be confident it can continue to provide high quality services going forward.

Budget appended to minutes on pages 8-10.

4.8.2 *Proposal to adopt revised Finance Regulations* **Resolved.**

4.8.3 *To note receipt of signed bank reconciliations checked by Cllr Harper for end of June and September 2016* **Noted.**

4.8.4 *To agree increased employer pension contributions to HCC for 2017/2020* **Noted but HCC has advised the notice is incorrect. Revised notification awaited.**

4.9 *Projects reporting to Full Council*

4.9.1 *Monitoring Fareham Local Plan / Welborne (Cllr Evans)* **A community update briefing is due to be held in February.**

4.9.2 *Monitoring WCC Local Plan (Cllr Clear / Cllr Evans)* **Inspector's report on the soundness of Local Plan Part 2 is expected soon.**

4.9.3 *Moyse proposals/Knowle Water meadows – no updates to report.*

4.10 Reports from representatives of outside organisations including:

4.10.1 Wickham Community Association (Cllr Roger-Jones) **A barrier has been installed to the rear car park to try and prevent anti-social behaviour during the evenings. A community defibrillator has been fitted to the exterior of the building.**

4.10.2 Wickham Youth Club (Cllr Roger-Jones) **No report this month.**

4.10.3 Knowle Youth Club (Cllr Brown) **No report this month.**

4.10.4 Wickham Community Tennis Club (Cllr Evans/Cllr Roger-Jones) **Next committee meeting 31st January.**

4.10.5 Wickham Village Team **Next meeting 8th February.**

4.11 Reports on other recent meetings attended by Councillors/Clerk

18th November meeting with HCC Cllr Rob Humby regarding the finish of the surfacing repairs in Wickham Square (Chairman/Clerk) **Cllr Humby viewed the finish and initially thought that traffic calming measures had been installed (!)**

2nd December meeting with HCC Mike Pillans regarding The Square (Clerk) **Mr Pillans advised that the finish was as expected for a major road, no sympathy for The Square's historic environment expressed. To resurface the road would cost in the region of £100k.**

6th December WDALC AGM (Clerk) **An update on the Councillor Commission project was given. Motorbike noise remains a key issue throughout the district but particularly in the Meon Valley.**

7th December WCC Leader Budget Briefing (Clerk) **The outgoing Leader advised that the Council Tax Support Grant made to parish councils would be halved next year and nothing given the year after. Due to its population profile Wickham suffers the biggest grant reduction across the district.**

12th January Wickham Village Team meeting **Meeting cancelled, rearranged for 8th February.**

5. Recent correspondence

Bottle bank – request made to Wickham Centre manager to house banks in the car park **Formal request to the January meeting of Wickham Community Association trustees has been made.**

HCC Notification of increased employer pension contributions 2017-2020 **Noted.**

6. Accounts for payment It was agreed to pay accounts shown on pages 4-7.

Wickham Parish Council Accounts for Payment December 2016

		Recipient	Amount	VAT inc	Notes *payments to Clerk
Administration					
1	BACS	Nicki Oliver	£1,379.07		Clerk's salary
2	BACS	Home as office	£48.83		*Clerk's expenses December
3	BACS	Telephone and internet	£42.17		*Clerk's expenses December
4	BACS	Clerk's expenses	£71.93		*Visits to Knowle/ exp
5	BACS	Cash	£102.00		*Christmas gifts for Paul Collins £50 groundsmen £25 & caretaker £27
6	BACS	HCC	£472.03		Employee and employer's pension conts
7	BACS	Wickham Centre	£87.91		Room hire
8	DD	Lloyds	£13.74		Bank charges November
9	BACS	HMRC	£1,209.59		Employer /employee tax & NI
Grants					
10	BACS	Wickham Community Association	£237.50		Contribution towards defibrillator
GP Committee					
11	BACS	Chris Hoare	£800.00		Installation and maintenance of Christmas lights
12	BACS	Park Place	£871.00	√	Winter planting
Grounds contract					
13	BACS	Paul Collins			
			£1,678.00		Wickham: as contract
			£125.00		Attendance on all weather pitch: check and clean up daily, lock up
			£1,355.00		Knowle: as contract
			£40.00		Greater Horseshoe Way play area
			£425.00		Wickham extras: fit new post to Lysander Meadow gate £100, extra cut for football £40, mark out £75, clear leaves and pavements from The Square to Church for Remembrance Sunday £60, clear leaves from village pavements £150
			<u>£235.00</u>		Knowle extras: marking out £105, Clear flytipping from skatepark used for a fire £130
		Total	£3,858.00		

Wickham Parish Council Accounts for Payment December 2016 cont

		Recipient	Amount	VAT inc	Notes *payments to Clerk
Recreation Committee					
14	DD	British Gas	£96.67	√	Electricity for tennis courts floodlights Tennis Club to reimburse
15	BACS	British Gas	£186.34	√	Electricity for all weather pitch flood lights
16	DD	Southern Electric	£13.00	√	Electricity for pavilion
17	BACS	Southern Water	£550.37	√	Wastewater for pavilion / watering plants
18	BACS	RG Warwick	£46.00	√	Bin liners
19	BACS	Mole	£60.24	√	Post and fittings for Lysander Meadow gate
Knowle hall & car park					
20	BACS	Widley Landscapes	£26.40	√	Knowle car park
21	BACS	Kirsty Raggett	£694.98		Caretaking and supplies
22	BACS	Donna Randall	£35.00		Cleaning village hall
23	BACS	Wickham Window Cleaners	£20.00		Hall window cleaning
24	BACS	Biffa	£250.68	√	Bin emptying (three months in advance)
25	BACS	Firecare	£547.20	√	Repairs and replacements to emergency lights, replacement exit and extinguisher signs - to comply with fire regs
26	BACS	Argos	£279.99	√	PC for caretaker
		Total	£12,000.64		
Water Meadows					
1	BACS	Paul Collins	£200.00		Maintenance November
2	BACS	Paul Collins	£1,550.00		Annual cut
		Total	£200.00		

Wickham Parish Council Accounts for Payment January 2017

		Recipient	Amount	VAT inc	Notes *payments to Clerk
Administration					
1	BACS	Nicki Oliver	£1,379.07		Clerk's salary
2	BACS	Home as office	£48.83		*Clerk's expenses January
3	BACS	Telephone and internet	£42.17		*Clerk's expenses January
4	BACS	Clerk's expenses	£23.48		*Visits to Knowle/ exp

Wickham Parish Council Accounts for Payment January 2017 cont.

		Recipient	Amount	VAT inc	Notes *payments to Clerk
5	BACS	HCC	£472.03		Employee and employer's pension conts
6	BACS	Wickham Centre	TBA		Room hire
7	DD	Lloyds	£15.15		Bank charges November
8	BACS	Osmond Ergonomics	£360.00	√	*Office chair
9	BACS	Information Commissioner	£35.00		Data protection registration
GP Committee					
10	BACS	Barry Samways	£335.00		Refurbish Square map board £160, refurbish Station Close map board £65, refurbish Water Meadows benches £110
11	BACS	St Nicholas Church PCC	£903.14		Church yard maintenance
Grounds contract					
12	BACS	Paul Collins			
		£1,678.00			Wickham: as contract
		£125.00			Attendance on all weather pitch: check and clean up daily, lock up
		£1,355.00			Knowle: as contract
		£40.00			Greater Horseshoe Way play area
		£1,200.00			Biannual cut of Dean Copse - Knowle
		£850.00			Annual cut of triangular piece of land, clear ivy from bridge, clear dip hole
		£40.00			Greater Horseshoe Way play area
		£130.00			Wickham extras: repair stand pipes in rec ground £40, marking out £40, clear leaves around village and play areas, take to tip £60
		<u>£180.00</u>			Knowle extras: marking out £70, clean skatepark after fire £30, spike and roll pitch £40, clear leaves from play areas £40
		Total	£5,598.00		
13	BACS	OCS			
		£378.72			Empty dog bins / play area safety checks Wickham October
		£459.89			Ditto Knowle
		£409.80			Empty dog bins / play area safety checks Wickham November
		<u>£515.83</u>			Ditto Knowle
		Total	£1,764.24	√	

Wickham Parish Council Accounts for Payment January 2017 cont.

Recreation Committee					
14	DD	British Gas	£95.29	√	Electricity for tennis courts floodlights Tennis Club to reimburse
15	BACS	British Gas	£179.94	√	Electricity for all weather pitch flood lights
16	DD	Southern Electric	£13.00	√	Electricity for pavilion
17	BACS	HB Sports Surfaces	£594.00	√	All weather pitch maintenance
18	BACS	RG Warwick	£37.45	√	Rec water pipe repairs, litter picker
19	BACS	Mole	£23.14	√	Loo rolls for pavilion, fence repairs
Knowle hall & car park					
20	BACS	Widley Landscapes	£26.40	√	Knowle car park
21	BACS	Kirsty Raggett	£746.95		Caretaking and supplies
22	BACS	Chris Downing Services	£320.00		Repairs to fire doors, locks and door closers, fit new architrave
		Total	£13,012.28		
Water Meadows					
1	BACS	Paul Collins	£200.00		Maintenance December
		Total	£200.00		

7. To note bank balances

Bank balances 17.1.17

Water Meadows	£15,884.00
PC current ac	£8,707.00
PC interest ac	£240,647.00
	<u>£265,238.00</u>

8. Questions and comments from Councillors No questions.

Meeting closed 8.30pm

Signed

Date.....

Wickham Parish Council Precept request 2017/18

	Class	Precept 2014/15	Precept 2015/16	Precept 2016/17	Precept 2017/18	Inc/Decrease
1	Administration	£	£	£		£
1.1	Clerk:					
1.1.1	Salary	19,361	19,796	19,796	21,756	1,960
	NALC pay increase	197	198	197	217	20
1.1.2	Pension	3,672	3,819	3,844	4,078	234
1.1.3	HMRC	1,575	1,575	1,575	1,853	278
1.1.4	Home as office	531	558	586	615	29
1.1.5	Travelling exp	265	279	450	591	141
1.1.6	Contribution towards SLCC / ILCM	200	200	200	200	0
1.1.7	Elections	0	1,400	0	0	0
1.2	Office costs:					
1.2.1	Telephone	459	482	506	531	25
1.2.2	Stationery /printing/office equip etc	540	567	567	567	0
1.2.3	Postage	290	305	320	336	16
1.3	Other revenue expenses:					
1.3.1	Annual Parish Assembly costs	1,000	1,200	1,480	1,480	0
1.3.2	Web server for Parish website	200	200	200	200	0
1.3.3	Stan Woodford Competition prizes	75	75	0	0	0
1.3.4	Chairman's allowance	200	200	200	200	0
1.3.5	Councillors' travelling	200	200	200	200	0
1.3.6	Councillor/Clerk training	500	500	500	500	0
1.3.7	Annual report / St Nicholas PCC	3,173	3,173	3,673	3,673	0
1.4	Room Hire	900	900	900	1,231	331
2	Subscriptions					
2.1	WDALC	20	20	0	0	0
2.2	HALC / NALC	713	713	713	768	55
2.3	Local Council Review	15	15	15	15	0
2.4	Information Commissioner	35	35	35	35	0
3	Insurance					
3.1	Parish Council	4,000	4,000	4,000	4,000	0
4	Accounts					
4.1	Prepare for audit	690	690	690	690	0
4.2	Audit Fee	1,050	1,050	1,050	1,050	0
5	Bank charges	162	162	162	162	0

Wickham Parish Council Precept request 2017/18 cont.

6	Grants					
6.1	British Legion wreath	40	40	40	40	0
6.2	CAB	2,000	2,000	2,000	2,000	0
6.3	Meon Valley Home Start	1,000	1,200	1,200	1,200	0
6.4	Wickham Youth Club	2,000	2,000	2,000	2,000	0
6.5	Knowle Youth Project	0	0	0	2,000	2,000
6.6	Knowle Residents	5,000	5,000	5,000	5,000	0
6.7	Wickham Festival	2,500	2,500	3,000	3,000	0
6.8	Other grants	2,000	2,000	2,000	2,000	0
7	GP Committee					
7.1	Churchyard maintenance	1,500	1,500	1,500	1,500	0
7.2	Village flowers	3,000	3,000	3,500	3,500	0
7.3	Best Garden competition	150	150	150	150	0
7.4	Christmas lights & event	2,450	2,600	2,600	2,600	0
7.5	Maintain bus shelter	240	240	240	240	0
7.6	Contribution towards public WCs	2,500	2,500	2,500	2,500	0
7.7	Litter collecting kit for volunteers	0	0	250	250	0
8	Lighting Committee					
8.1	Maintenance / energy charges	6,800	6,800	6,800	6,800	0
8.2	CCTV and floodlights at Wickham Centre					
9	Grounds and landscaping					
9.1	Wickham	21,103	24,403	28,603	31,329	2,726
9.2	Knowle	22,500	23,800	23,800	24,990	1,190
10	Recreation Committee					
	Wickham					
10.1	Pavilion:					
10.1.1	Pavilion gas	200	400	400	400	0
10.1.2	Pavilion electricity	300	300	300	300	0
10.1.3	Pavilion water	360	360	360	360	0
10.1.4	Pavilion gas boiler service	200	200	200	200	0
10.1.5	Cleaning materials	60	60	60	60	0
10.1.6	Pavilion general maintenance	600	600	600	600	0
10.2	Play areas:					
10.2.1	Play area inspections	2,505	2,630	2,762	2,762	0
10.2.2	Play area repairs and maintenance	1,500	1,500	1,500	1,500	0
10.3	Recreation Ground:					
10.3.1	Rent to Rookesbury	20	20	20	20	0
10.3.3	Dog bin emptying	1,506	2,075	2,180	2,180	0
10.3.4	Contingency fund Rec & GP					
	Contingencies	4,000	4,000	4,000	4,000	0

Wickham Parish Council Precept request 2017/18 cont.

	Recreation Committee					
	Knowle					
10.4	Knowle village hall					
10.4.1	Contingency fund for repairs/maintenance	5,000	5,000	5,000	5,000	0
10.5	Play areas, estate maintenance:					
10.5.1	Play area inspections	2,505	2,630	2,762	2,762	0
10.5.2	Empty dog bins	2,400	2,521	2,647	2,647	0
11	Capital for asset replacement refurbishment Wickham and Knowle					
		20,000	20,000	25,000	25,000	0
12	Economic development					
12.1	Market Towns Officer	3,500	5,000	5,000	5,000	0
13	New Projects	16,500	5,000	5,000	5,000	0
14	Income					
14.1	Football fees	-900	-900	-900	-900	0
14.2	Bank interest	-400	-400	-400	0	400
15	Reserve					
15.1	General reserve	5,000	0	4,005	5,000	995
16	Council tax support grant				15,556	15,556
	Total budget	179,662	173,041	187,538	213,494	25,956
	Balance c/f previous year	-43,224	-24,274	-34,596	-27,938	6,658
	Totals	136,438	148,767	152,942	185,556	32,614