



Wickham Parish Council

Minutes of the meeting of the above Council held at Wickham Centre on Tuesday 21st February 2017 at 7pm.

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

Co-opted Recreation Committee member Barry Causer, District Councillor Neil Cutler, one member of the public, Parish Clerk Nicki Oliver.

1. **To receive apologies for absence** Adrian Brown, County Councillor Patricia Stallard.
2. **To receive declarations of interest regarding agenda items** No declarations.
3. **To adjourn meeting to allow participation by members of the public**
Resident Doug Copeland noted that bins are still being left out in Bridge Street.
 - 3.1 **To receive Safer Neighbourhood concerns from the community** Cllr Guy advised that cars had been vandalised at Knowle. Cllr Cutler reported that poaching is a problem locally and is taking Police time. Winchester City Council has successfully prosecuted a flytipper for waste left in Forest Lane but flytipping remains prevalent throughout the area.
 - 3.2 **Report from County Councillor** Report circulated prior to meeting.
 - 3.3 **Reports from District Councillors** Local Plan update included below.
 - 3.4 **Questions from members of the public** No questions.
 - 3.5 **Chairman's announcements** No announcements.
4. **Meeting resumed to consider the following agenda items:**
 - 4.1 *To approve the minutes of the Full Council meeting held 17th January 2017*
Minutes approved and signed.
 - 4.2 *General Purposes Committee report (Cllr Gamblin)* **Vandalism to grave stones at Knowle Cemetery was reported.**
 - 4.3 *Lighting / Highways Representative report (Chairman)* **The yellow lines for Fareham Road are subject to public consultation, closing date for comments 17th March 2017.**
 - 4.4 *Planning Committee report (Cllr Frost)*
 - 4.4.1 *To receive minutes of meeting held 7th February 2017* **Minutes received.**
 - 4.5 *Recreation Committee report (Cllr Roger-Jones)*
 - 4.5.1 *To receive minutes of meeting held 7th February 2017* **Minutes received.**
 - 4.5.2 *Proposal to extend Paul Collins grounds maintenance contract for a further four years from April 2017 subject to minor amendments to the specification and negotiation of an increase to the 2012 rates* **Refer to next meeting.**

4.6 *Water Meadows Trust report. (Cllr Roger-Jones)* **No parking sign to be provided to the entrance gate.**

4.7 *Finance Committee report: (Chairman)*

4.7.1 *To receive minutes of meeting 7th February 2017* **Minutes received.**

4.7.2 *To receive External Audit return (Clerk)* **Received.**

4.7.3 *Proposal to adopt revised Standing Orders (Clerk)* **Resolved.**

4.7.4 *Proposal to maintain £250k Fidelity Guarantee insurance cover (Clerk)* **Resolved.**

4.7.5 *Proposal to maintain current fees and charges for 2017/18 (Clerk)* **Resolved.**

4.7.6 *To note reserves for 2016/17 (Clerk)* **Noted.**

4.7.7 *Proposal to place an order with CIA for £1,964.10 + VAT & £100 +VAT annual maintenance to upgrade the Wickham Centre cctv system that covers the parish council's assets. Wickham Community Association to sponsor half the cost. (Clerk)* **Resolved.**

4.7.8 *Proposal to place an order with Fire Care and Security for £2,514.50 + VAT & £80 + VAT annual maintenance for a new cctv installation for Knowle hall to cover all entrances/exits and part of the village green. (Clerk)* **Resolved.**

4.7.9 *To note receipt of signed bank reconciliations checked by Cllr Harper for December 2016* **Noted.**

4.9 *Projects reporting to Full Council*

4.9.1 *Monitoring Fareham Local Plan / Welborne (Cllr Evans)* **See meeting report 4.11 below.**

4.9.2 *Monitoring WCC Local Plan (Cllr Clear / Cllr Evans)* **WCC has received the Inspector's Report which considers Local Plan Part 2 to be sound. Measures to ensure Wickham's drainage needs are addressed are included in the Plan. The Council will now progress with the preparation of the gypsy and traveller site allocation plan.**

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)* **The Parish Council will be invited to a focus planning day on 23rd March.**

4.10.2 *Wickham Youth Club (Clerk)* **The Clerk reported that work is required to the Portakabins to ensure they are safe and meet current guidelines. The Parish Council agreed to look at a grant request to allow the work to be completed.**

4.10.3 *Knowle Youth Club (Cllr Brown)* **Report to be circulated.**

4.10.4 *Wickham Community Tennis Club (Cllr Ediss)* **Coaching sessions are going very well with numbers of adults and juniors growing. Options for a club house continue to be researched.**

4.10.5 *Wickham Village Team Cllrs Rappe and Roger-Jones* **attended the meeting on 8th February. More involvement in village activities is being planned. Feedback from the Christmas Light Switch On was positive with Sunday seen as the best day for the event.**

4.10.6 Knowle Village Residents' Association (Cllr Ediss) A successful AGM was held on 13th February and 11 committee members have come forward. There is significant interest in local issues, parking is probably the first concern to be addressed. Cllr Rappe will be looking at ways to improve communication.

4.11 Reports on other recent meetings attended by Councillors/Clerk

23rd January Southern Parishes Forum (Clerk) This is a useful networking opportunity. Cllr Rob Humby provided an update on Botley Bypass – no details on timing yet; and recycling centre charges and opening hours which the Government is challenging.

30th January HALC Transparency Regs training (Clerk) Councils with a turnover of over £200k have to make additional information available. Wickham PC already complies with the majority of the requirements.

15th February Buckland briefing on Welborne (Cllr Frost, Cllr Roger-Jones) Buckland will be holding regular forum briefings to update the community on the plans for Welborne. The planning application is due to be submitted in March. The development will start to the north of the site, nearest to Knowle and Wickham boundaries.

5. Recent correspondence

Bottle bank – request made to Wickham Centre manager to house banks in the car park to note outcome **Permission has been refused.**

6. Accounts for payment It was resolved to pay accounts shown on pages 4 & 5.

7. To note bank balances

Bank balances	
21.2.17	
Water Meadows	£17,309.40
PC current ac	£12,907.26
PC interest ac	£227,650.63
	£257,867.29

8. Questions and comments from Councillors Cllr Roger-Jones advised that Wickham CE Primary School has received a 'Good' Ofsted report.

Meeting closed 8.39pm

Signed

Date.....

Wickham Parish Council Accounts for Payment February 2017

		Recipient	Amount	VAT inc	Notes *payments to Clerk
Administration					
1	BACS	Nicki Oliver	£1,379.07		Clerk's salary February
2	BACS	Home as office	£48.83		*Clerk's expenses February
3	BACS	Telephone and internet	£42.17		*Clerk's expenses February
4	BACS	Clerk's expenses	£32.87		*Visits to Knowle/ exp
5	BACS	HCC	£472.03		Employee and employer's pension conts
6	BACS	Wickham Centre	£110.10		Room hire
7	DD	Lloyds	£14.15		Bank charges December
8	BACS	Wickham Post Office	£64.00		*Postage
9	BACS	Viking	£107.29	√	Litter pickers and stationery
GP Committee					
10	BACS	Equestrian Fencing	£440.80	√	Fencing materials and gate for Knowle Cemetery
11	BACS	CJ Hoare	£865.00		Installation and dismantle of Christmas lights, repair faults and vandalism, Second instalment
Grounds contract					
12	BACS	Paul Collins	£1,678.00 £125.00 £1,355.00 £40.00 £650.00 £1,350.00 £45.00 <u>£50.00</u> Total	£5,293.00	Wickham: as contract Attendance on all weather pitch: check and clean up daily, lock up Knowle: as contract Greater Horseshoe Way play area Refencing and new gate to Knowle Cemetery Fencing to pond and path in Water Meadows Wickham extras: marking out £30, repair pavilion door £15 Knowle extras: mark out £50
13	BACS	OCS	£378.72 <u>£459.89</u> Total	£838.61	√ Empty dog bins / play area safety checks Wickham December Ditto Knowle

		Recipient	Amount	VAT	Notes *payments to Clerk
Recreation Committee					
14	DD	British Gas	£125.16	√	Electricity for tennis courts floodlights Tennis Club to reimburse
15	BACS	British Gas	£179.85	√	Electricity for all weather pitch flood lights
16	BACS	British Gas	£105.82	√	Gas for pavilion
17	DD	Southern Electric	£12.00	√	Electricity for pavilion
18	BACS	RG Warwick	£17.51	√	Litter pickers
19	BACS	Mole	£575.20	√	Fencing materials for Watermeadows
20	BACS	Axis Architecture	£2,076.00	√	Planning and tendering for pavilion
21	BACS	Derek Pilcher	£265.00		Repair light switches, replace padlock, replace outside lamps with LED, replace worn fan to pavilion
22	BACS	Luminance Pro	£480.00	√	Repairs to tennis court floodlights
23	BACS	Wheelscape	£900.00	√	Repairs to Knowle skatepark after vandalism
24	BACS	Equestrian Fencing	£182.00		Fencing materials to repair Knowle Village Green boundary fence
Knowle hall & car park					
25	BACS	Widley Landscapes	£26.40	√	Knowle car park
26	BACS	Kirsty Raggett	£701.29		Caretaking and supplies
27	BACS	British Gas	£642.21	√	Electricity quarterly
28	BACS	British Gas	£522.03	√	Gas quarterly
29	BACS	Fire Care & Security	£564.00	√	Service fire alarms, emergency lights and intruder alarm. Replace vandalised emergency light.
30	DD	Biffa	£293.58	√	Waste collection
		Total	£17,375.97		
Water Meadows					
1	BACS	Paul Collins	£200.00		Maintenance January
		Total	£200.00		