



# Wickham Parish Council

Minutes of a meeting of the above Council held at Wickham Centre on Tuesday 20<sup>th</sup> March 2018 at 7pm.

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

County Councillor Patricia Stallard, District Councillor Neil Cutler, Parish Clerk Nicki Oliver.

1. **To receive apologies for absence** None.
2. **To receive declarations of interest regarding agenda items** Not required.
3. **To adjourn meeting to allow participation by members of the public** Not required.

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

**3.2 Report from County Councillor** Report circulated prior to meeting. Cllr Evans asked for an update on the repairs to Buddens Road. Cllr Stallard advised the work is in the programme but funds are tight and a date for completion can not be given.

**3.3 Reports from District Councillors** Cllr Evans gave a verbal report to the meeting. A Planning Committee date for the Bewley Winchester Road housing application is awaited.

**3.4 Questions from members of the public** Not required.

**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 20<sup>th</sup> February 2018**  
**Minutes approved and signed with typo amendments as agreed to 4.9.**

**4.2 General Purposes Committee report (Cllr Gamblin)**

**4.2.1 To receive minutes of meeting held 6<sup>th</sup> March 2018 Minutes received.**

**4.2.2 To note the review of the Code of Conduct adopted 2012. No amendments recommended at the current time Noted.**

**4.3 Lighting / Highways Representative report Potholes continue to be reported.**

**4.4 Planning Committee report (Cllr Frost)**

**4.4.1 To receive minutes of meeting held 6<sup>th</sup> March 2018 Minutes received.**

**4.5 Recreation Committee report (Cllr Roger-Jones) Next meeting 3<sup>rd</sup> April.**

**4.6 Water Meadows Trust report. (Cllr Roger-Jones) Next meeting 3<sup>rd</sup> April.**

#### 4.7 Finance Committee report (Chairman)

- 4.7.1 To receive minutes of meeting held 20<sup>th</sup> February 2018 **Minutes received.**
- 4.7.2 Proposal to make a grant of £5,000 to Taste of Wickham to assist with funding an event manager **Resolved for 2018 event.**
- 4.7.3 Proposal to underwrite the cost of the song writing for the 2020 Song for Wickham project to £4,000 over 3 financial years **Resolved.**
- 4.7.4 To receive minutes of meeting held 6<sup>th</sup> March 2018 **Minutes received.**
- 4.7.5 To approve Risk Assessment for Major Public Assets March 2018 **Approved.**
- 4.7.6 To approve Risk Assessment of Financial and Non-Financial Internal Audit Controls March 2018 prior to production of an Action Plan for inclusion with end of year accounts **Approved.**
- 4.7.7 To agree scope of internal audit work required for 2017/18 **Agreed.**
- 4.7.8 To note asset register March 2018 prior to year end **Noted.**

#### 4.8 Projects reporting to Full Council

- 4.8.1 Monitoring Fareham Local Plan / Welborne (Cllr Evans) **Next meeting 26<sup>th</sup> April.**
- 4.8.2 Monitoring WCC Local Plan (Cllr Evans) **Nothing further to report.**
- 4.8.3 Moyse proposals/Knowle water meadows **Planning agent will be providing an update at the Planning Committee on 3<sup>rd</sup> April.**
- 4.8.4 Wickham and Knowle Parish Plan review **Calls for volunteers to take part in the steering group have been included in the parish magazine and Knowle Post.**

#### 4.9 Reports from representatives of outside organisations including:

- 4.9.1 Wickham Community Association (Cllr Roger-Jones) **The Centre continues to be busy.**
- 4.9.2 Wickham Youth Club (Clerk) **Report will be given next month.**
- 4.9.3 Knowle Youth Club **Clarification on proposals for a sculpture bench to be sought.**
- 4.9.4 Knowle Village Residents' Association (Cllr Ediss) **The Association Committee has six active members and regular meetings are being held.**
- 4.9.5 Wickham Community Tennis Club (Cllr Ediss) **A successful AGM was held on 13<sup>th</sup> March. Councillors are invited to visit the courts on a Sunday morning to see the adult and junior activities.**
- 4.9.6 Wickham and Knowle events **Easter events are due to take place in Wickham with an Easter egg trail in the village between 30<sup>th</sup> March and 15<sup>th</sup> April and an Easter Bonnet event at Knowle on 1<sup>st</sup> April Easter Sunday.**

#### 4.10 Reports on other recent meetings attended by Councillors/Clerk

5<sup>th</sup> March Cllr Rappe attended the Southern Parishes meeting where working together on Speed Watch was discussed. HCC gave a presentation on flytipping and promoting the use of licenced waste carriers.

8<sup>th</sup> March Cllr Guy met with the Land Trust Regional Manager to discuss Mayles Lane. Use of the lane will be restricted to cars only from River Lane to the railway bridge. The Land Trust is writing to all the businesses to advise lorries should turn left onto Mayles Lane and to stop the use of delivery vehicles over 7.5t.

10<sup>th</sup> March Cllr Rappe attended the HALC County Board meeting as WDALC representative. HALC. The principles of East Hampshire District Council charter looks likely to be adopted nationally. Ways it is monitored need to be clarified.

**4.11 To review Clerk's salary for 2018/19 Review to be undertaken.**

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

**6. Accounts for payment** It was resolved to pay accounts shown on pages xx

**7. To note bank balances**

**Bank balances 20.3.18**

Water Meadows	£15,050
PC current ac	£49,570
PC interest ac	£219,284
	<b>£283,904</b>

**Wickham Parish Council Accounts for Payment March 2018**

		Recipient	Amount	VAT inc	Notes *payments to Clerk
<b>Administration</b>					
1	BACS	Nicki Oliver	£1,399.66		*Clerk's salary
2	BACS	Home as office	£51.25		*Clerk's expenses
3	BACS	Telephone and internet	£44.25		*Clerk's expenses
4	BACS	Clerk's expenses	£57.27		*Visits to Knowle/ exp
5	BACS	HCC	£502.19		Employee and employer's pension conts
6	DD	Lloyds	£10.70		Bank charges
7	BACS	Wickham Centre	£37.50		Room hire
8	BACS	Print Cartridge Direct	£31.98	√	Ink for printer
9	BACS	HMRC	£942.60		Final quarter tax & NI
<b>Grants</b>					
10	BACS	Taste of Wickham	£5,000.00		Agreed grant
<b>Grounds contract</b>					
11	BACS	Paul Collins			
		£2,012.50			<b>Wickham:</b> as contract
		£1,462.75			<b>Knowle:</b> as contract
		£660.00			<b>Wickham extras:</b> Annual clear of triangle £600, marking out and paint £60
		<u>£390.00</u>			<b>Knowle extras:</b> marking out and paint £90, repair village green fence £300
		Total	£4,525.25		

		Recipient	Amount	VAT	Notes *payments to Clerk
12	BACS	OCS	£385.92		Empty dog bins / play area safety checks Wickham
			<u>£468.94</u>		Ditto Knowle
		Total	£854.86	√	
<b>Recreation Committee</b>					
13	DD	British Gas	£124.49	√	Electricity for tennis courts floodlights Tennis Club to reimburse
14	DD	British Gas	£161.20	√	Electricity for all weather pitch flood lights
15	DD	Southern Electric	£13.00	√	Electricity for pavilion
16	BACS	Derek Pilcher	£80.00		Balance of new time clock for skatepark lights
17	BACS	HB Sports	£594.00	√	All weather pitch maintenance
<b>Knowle hall &amp; car park</b>					
18	BACS	Widley Landscapes	£26.40	√	Knowle car park landscape maintenance
19	BACS	Collette Little	£692.32		Hall manager and caretaker
20	BACS	O2 phone contract	£10.50	√	*mobile phone contract
21	BACS	Archer Signs	£63.54	√	Guide dogs only signs for hall
22	BACS	CGC	£1,337.97	√	Destratification fans - supply
		Total	<b>£16,560.93</b>		
<b>Water Meadows</b>					
1	BACS	Paul Collins	£450.00		Maintenance February
		<b>Total</b>	<b>£450.00</b>		

Meeting closed 8.30pm

Signed .....

Date .....