



Wickham and Knowle Parish Council

General Purposes Committee

Minutes of the General Purposes Committee held at Knowle Village Hall, Thursday 20th June 2024 at 8:41pm

Committee members present: Cllr Sandy Phillips-Lee (Chair), Cllr Chambers, Cllr Greenbank, Cllr K Holladay, Cllr N Holladay, Cllr Manuel, Cllr Rappé,

In Attendance: Sophie Thorogood, Parish Clerk & RFO
Cllr Malc Burt

Members of Public: 2

1. To elect a Vice-Chair for the Committee:

RESOLVED: Cllr K Holladay was elected Vice-Chair of the Committee, as proposed by Cllr N Holladay, seconded by Cllr Greenbank and carried.

2. Apologies for absence: None

3. Declarations of interest on agenda items: None declared

4. Public Session: no comments or questions

5. Minutes of the meeting held on the 25th April 2024

RESOLVED: Minutes of the meeting having been circulated were approved and signed by the Chair, as proposed by Cllr Rappé, seconded by Cllr Greenbank and carried.

Cllr K Holladay asked the Clerk about several actions from previous meetings not on the agenda so issues do not get lost, including pedestrian crossing on School Road (moving to Planning & Highways Committee), Accredited Community Safety Officer, Wickham Shell Roundabout, parking on verges, adoption of the red telephone box. The Clerk to ensure that these items are included either on GP Committee or other Committees where appropriate.
ACTION: Clerk

6. Committee terms of reference

The amended terms of reference had been circulated prior to the meeting.

RESOLVED: To recommend adoption of amended Terms of Reference for the General Purposes Committee, as proposed by Cllr Phillips-Lee, seconded by Cllr Greenbank and carried.

7. Update from Clerk

The Clerk's report had been circulated prior to the meeting. Report noted.

8. Review of Parish Assembly

Cllr Phillips Lee thanked Cllr K Holladay, Cllr Chambers and Cllr Manuel for organising the catering, entertainment and awards. The one negative comment was how the timing change of the evening impacted Igloo, however the Policy & Finance Committee had already agreed to make a £100 donation for their time.



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The Assembly had a much more up to date feel, especially with the background music and slides. The food provided was excellent although too much provided.

For the future Parish Assembly, any groups invited to talk should be given a time limit. Ideas for next year could be to invite grant recipients to discuss how Parish Council grants had helped their organisation; Taste of Wickham and Glebe Working Party were two such groups that could be invited to speak.

It was agreed to prepare the agenda and advertise the event much earlier in 2025.

9. Mayles Lane noticeboard

It was agreed to defer this item to the next meeting and seek different quotes for oak and only 2 berth noticeboards

10. Knowle History Boards

No update was received in time for the meeting. This item was deferred.

11. Wickham Emergency Plan

The Knowle Resident's Association are willing to share their work for the Knowle Emergency Plan. Cllrs K Holladay and Greenbank volunteered to work together on this to bring information to a future Committee meeting.

12. Community Engagement sessions and anti-social behaviour

An update on the drop-in community engagement session held on 24th May was circulated with the document pack. There will be a cyber fraud awareness sessions held in the future at Knowle Village Hall.

The incidences of anti social behaviour around Knowle are being reported by the Business Manager. ACTION: Clerk to post the WCC poster regarding reporting ALL instances of anti-social behaviour on the Facebook page.

13. Wickham Parish Magazine Article

The Clerk thanked Cllr K Holladay for her help in drafting the article for the July issue. Cllr Manuel will approve the final edit before submission to the magazine editor.

14. Relevant Correspondence/Meetings

The Clerk met with volunteers wanting to enter Wickham into Village in Bloom. South Downs Funeral are sponsoring Village in Bloom by donating admin time of their staff.

Cllr N Holladay mentioned the Local Cycling and Walking Infrastructure Plan which contains a section on Wickham.

Meeting Closed, 9:49pm

Signed.....

Date.....