



# Whiteley Parish Council

Minutes of the Annual General Meeting of the above Council held at Meadowside Leisure Centre, Whiteley on Tuesday 4<sup>th</sup> May 2010 at 7.15pm.

**Councillors present:** Mike Evans (Chairman), David Jenkins (Vice-Chairman), Vivian Achwal, Colin Bielckus, Roland Diffey, Brenda Hatch, Brian Hughes, Al Menzies, Lydia Newman, Pat Thew.

1. **To elect a Chairman of the council for the ensuing year** Mike Evans elected.
2. **To receive the Chairman's declaration of acceptance of office** Received.
3. **To elect a Vice-Chairman of the council for the ensuing year** David Jenkins elected.
4. **To receive apologies for absence** Kairen Goves, PCSO Owen Reeves.
5. **To receive declarations of interest on agenda items** None.
6. **To adjourn meeting to allow participation by members of the public.**

**6.1 Report from Meon Valley Safer Neighbourhood Team and to receive any concerns from residents** No report this month.

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

**6.3 Reports from District Councillors** Cllr Achwal advised members of some recent casework.

**6.4 Chairman's announcements** The Chairman welcomed new councillor Lydia Newman.

## 7. To resume the meeting to consider the following agenda items:

7.1 To approve and sign the minutes of Full Council 12<sup>th</sup> April 2010 **Minutes approved and signed.**

7.2 Review of delegation arrangements to committees, sub-committees, employees and other local authorities **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.3 Review of the terms of references for committees **Agreed to refer to each committee to review and make recommendation to Full Council.**

7.4 Receipt of nominations to existing committees **Committees appointed, nominations to the SD&P Committee to be made when Committee Chairmen elected.**

7.5 Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them **Whiteley Action Group (Climate Change Action) to be added as a working party reporting to the Recreation and GP Committee.**

7.6 Review and adoption of appropriate standing orders and financial regulations **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.7 Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities **Not required.**

7.8 Review of representation on or work with external bodies and arrangements for reporting back **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.9 Review of inventory of land and assets including buildings and office equipment **Agreed to refer to the Finance Committee for review and recommendation to Full Council as part of the end of year accounts.**

7.10 Review and confirmation of arrangements for insurance cover in respect of all insured risks **Agreed to refer to the Finance Committee for review and recommendation to Full Council as part of the end of year accounts.**

7.11 Review of the Council's and/or employees' memberships of other bodies **The Council is a member of HALC and NALC and the Clerk is a member of SLCC for 2010/11, review when membership due for renewal in March 2011.**

7.12 Review of the Council's complaints procedure **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.13 Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.14 Establishing the Council's policy for dealing with the press/media **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.15 Setting the dates, times and place of ordinary meetings of the full Council for the year ahead **Dates for 2011 have been set, 2012 will be circulated in October.**

7.16 To receive a report and recommendations from the Strategic Development and Policy Committee (Chairman)

7.16.1 To receive minutes of meeting held 21<sup>st</sup> April 2010 **Minutes received.**

7.17 To receive a report and recommendations from the Recreation and GP Committee. (Cllr Thew) **Cllr Thew provided an update on current projects.**

7.18 To receive a report and recommendations from the Planning Committee (Cllr Jenkins)

7.18.1 To receive minutes of meeting held 21<sup>st</sup> April 2010 **Minutes received.**

7.19 To receive a report and recommendations from the Transport and Highways Committee **No report this month.**

7.20 To receive a report and recommendations from the Finance Committee (Cllr Bielckus) **Cllr Bielckus reported that he has received and read Governance and Accountability 2010 – A Practitioner’s Guide.**

7.21 Report from the Whiteley Voice Working Party (Cllr Goves/Cllr Menzies) **The May edition is being delivered, there has been lots of good feedback. Cllr Menzies was thanked for her work preparing and delivering The Whiteley Voice.**

7.22 Report on the Parish Council website (Clerk) **There have been 201 visits and 274 page views in the last month.**

7.23 Reports from Councillors/Clerk on recent meetings attended

15<sup>th</sup> April Older Persons’ Partnership attended by Brenda Hatch minutes circulated.

14<sup>th</sup> April Whiteley Action Group (WAG) lead by Al Menzies minutes circulated.

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

**9. Accounts for payment** It was resolved to pay accounts as shown on page 4.

Meeting closed 8.58pm

Signed .....

Date .....

## May accounts for payment:

No	Chq no	Recipient	Amount	Notes *reimburse Clerk
1	528	Bespoke Landscapes	£1,351.25	Replacement chq (519 cancelled)
2	529	B&Q	£24.33	Materials to repair grasshopper
3	530	Post Office	£36.50	*Postage
4	531	Viking	£15.02	Stationery
5	532	Mike Renfrew	£40.00	Delivery of Whiteley Voice
6	533	WCC	£61.50	Room hire March
7	533	WCC	£148.00	Empty dog bins Jan-March 2010
8	534	Leisure and Community Partnership Ltd	£37.30	Room hire April
9	535	Footprint	£1,250.00	Printing Whiteley Voice
10	536	Hampshire Air Ambulance	£500.00	Agreed S137 grant
11	537	Henry Cort Community College	£100.00	S137 assembly grant
12	538	Whiteley Primary School	£100.00	S137 assembly grant
13	539	Simply Ace Catering	£400.00	Catering for assembly
14	540	Buchannan	£262.61	Chairs for assembly
15	601	Buchannan	£87.54	*Deposit for chairs for assembly
16	601	Nicki Oliver	£1,052.82	*Clerk's salary May including pay increase for 08-10
17	601	Home as office	£21.92	*Clerk's expenses May
18	601	Telephone and internet	£30.00	*Clerk's expenses May
19	602	HCC	£409.75	Employee and employers pension contributions
<b>Total</b>			<b>£5,928.54</b>	