



Whiteley Parish Council

Minutes of the Annual General meeting of the above Council held at Meadowside Leisure Centre, Whiteley on Monday 13th May 2013 at 7.15pm.

Councillors present: Mike Evans (Chairman), David Jenkins (Vice-Chairman), Colin Bielckus, Hazel Croft-Phillips, Roland Diffey, Tasmin Smith, Pat Thew.

County Councillor Patricia Stallard, five members of the public, Parish Clerk Nicki Oliver.

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** Vivian Achwal, Chris Harper, Peter Inman, District Councillor Sam Newman-McKie
5. **To receive declarations of interest on agenda items** None.
6. **To adjourn meeting to allow participation by members of the public.**
Resident Mr Edwards from the Bellway development raised concerns about public access through the estate. **Mr Edwards was advised that the estate is not private and the accesses were a planning condition to improve 'permeability'**
 - 6.1 **Report from the Safer Neighbourhood Team and to receive any concerns from residents** No report this month.
 - 6.2 **Report from County Councillor** Cllr Stallard advised that the temporary primary school will be ready for occupation by staff in mid August. An update on highways issues to be forwarded for circulation.
 - 6.3 **Reports from District Councillors** No report this month.
 - 6.4 **Chairman's announcements**
The Chairman congratulated Cllr Patricia Stallard on her re-election as County Councillor.
7. **To resume the meeting to consider the following agenda items:**
 - 7.1 Proposal to co-opt to fill councillor vacancy **It was agreed to co-opt Chris Wye to fill the vacancy.**
 - 7.2 To approve and sign the minutes of Full Council 8th April 2013 **Minutes approved and signed.**

7.3 Review of all policies and procedures **Completed as part of the end of year accounting process.**

7.4 Receipt of nominations to existing committees and outside bodies
Nomination agreed.

7.5 Review of inventory of land and assets including buildings and office equipment **Completed as part of the end of year accounting process.**

7.6 Review and confirmation of arrangements for insurance cover in respect of all insured risks **Completed as part of the end of year accounting process.**

7.7 Review of the Council's and/or employees' memberships of other bodies
Completed as part of the end of year accounting process.

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

7.8.1 To receive minutes of meeting held 24th April 2013 **Minutes received. It was agreed to deliver a leaflet outlining details of the new shops and the opening to all Whiteley households funded through reserves.**

7.8 To receive a report and recommendations from the Recreation and GP Committee. (Cllr Thew)

7.9.1 To receive minutes of meeting held 24th April 2013 **Minutes received. The Parish Assembly was well organised and successful event. It was agreed to order new signs for Meadowside Recreation Ground and the play areas funded through the Whiteley Fund for open spaces.**

Following negotiations between the clerk and National Grid additional clearing work around the Mollison pylon has been agreed together with mature tree planting and replacement of the entrance gates. All remedial work has been requested by local residents.

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

7.10.1 To receive minutes of meeting held 24th April 2013 **Minutes received.**

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

7.12 To receive a report and recommendations from the Finance Committee (Cllr Bielckus)

7.12.1 To receive minutes of meeting held 24th April 2013 **Minutes received.**

7.12.2 Proposal to make a grant of £750 to Whiteley Wanderers Youth Football Club **Resolved.**

7.12.3 Following a review of current procedures, proposal to adopt an Action Plan for Internal Controls and Risk Assessments 2013/14 **Resolved.**

7.12.4 Proposal to maintain the list of internal audit controls used in 2011/12 for 2012/13 **Resolved.**

7.12.5 Proposal to adopt accounts for internal audit as follows:

1. Receipts and payments accounts 2012/13
2. Asset register April 2013
3. Supporting statement 2012/13
4. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2013/14 / Review April 2013
5. Annual Governance Statement 2012/13 **Resolved.**

7.13 Report from the Whiteley Voice Editor (Clerk) **Next edition due to be delivered in early June.**

7.14 Report on the Parish Council website (Clerk) **The Voice4Whiteley Facebook site is busy with 295 members.**

7.15 Reports from Councillors/Clerk on recent meetings attended **The Chairman and Clerk attended a meeting with WCC to discuss the Community Infrastructure Levy (CIL) and how it will affect parishes. The North Whiteley development will not be charged the levy, infrastructure projects will be secured through s106 conditions.**

8. Recent correspondence List circulated prior to meeting.

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

Meeting closed 8.55pm

Signed

Date.....

Whiteley Parish Council
Accounts for payment May 2013

No	chq/BACS	Recipient	Amount	Notes *reimburse Clerk
1	919	Whiteley Primary School	£100.00	s137 Grant for Parish Assembly
2	920	Henry Cort Community College	£100.00	s137 Grant for Parish Assembly
3	921	Mike Evans	133.02	Chairman's expenses
4	BACS	Viking	£82.46	Stationery, shared with Wickham
5	BACS	Aqua Cleaning	£132.00	Cleaning bus shelters
6	BACS	Simply Ace	£550.00	Catering for Parish Assembly
7	BACS	Greenbarnes	£5,353.56	Three new notice boards
8	BACS	WCC	£260.00	Empty dog bins Jan-March
9	BACS	OCS £2,117.71 <u>£77.66</u>	 £2,195.37	Grounds maintenance March Cleaning parish rooms Total
10	BACS	Tesco	£80.97	*Refreshments for Assembly
11	BACS	Wickham Post Office	£69.15	*Postage
12	BACS	Magnet Expert	£17.90	*Magnets for new notice boards
13	BACS	Nicki Oliver	£853.86	*Clerk's salary May
14	BACS	Home as office	£25.25	*Clerk's expenses May
15	BACS	Telephone and internet	£41.67	*Clerk's expenses May
16	BACS	Travelling	£73.96	Clerk's travelling 9.4 - 13.5.13
17	BACS	HCC	£305.72	Employer/employees pension May
		Total	£10,041.87	