



Whiteley Town Council

Minutes of the Annual General Meeting of the above Council held in the Council Rooms at Meadowside Leisure Centre, Whiteley on Monday 9th May 2016 commencing at 7.15pm.

Councillors present: Mike Evans (Chairman), David Jenkins (Vice-Chairman), Vivian Achwal, Andy Baker, Colin Bielckus, Malcolm Butler, Hazel Croft-Phillips, Martin Neal, Tasmin Smith. Pat Thew.

County Councillor Patricia Stallard, District Councillor Roger Bentote, 25 members of the public.

- 1. To elect a Chairman of the council for the ensuing year** Mike Evans elected/
- 2. To elect a Vice-Chairman of the council for the ensuing year** David Jenkins elected.
- 3. To receive the Chairman's declaration of acceptance of office** Received.
- 4. To receive apologies for absence** No apologies.
- 5. To receive declarations of interest on agenda items** No declarations of interest.
- 6. To adjourn meeting to allow participation by members of the public.**

Members of the public living near to the Meadowside play area advised they were unaware of the proposals for its refurbishment and extension, concerns were raised about views from their properties and impact on their quality of life.

Ongoing issues of anti-social behaviour on the recreation ground were also raised.

Complaints about the use of Kingswood Place as a secondary car park for the recreation ground were received.

The Chairman advised that the work taking place was the result of extensive consultation with the community, the main means of communication is through the Whiteley Voice which is delivered to every household. The Chairman confirmed that there are no plans for a public WC or burger van and apologised for any misunderstandings.

The Chairman advised that there are plans to increase parking in the shopping centre which should help reduce problems in residential areas.

A spokesman for a campaign group seeking to open a path onto the Meadowside Recreation Ground presented a petition. Some residents feel that Camellia Way is vulnerable to anti-social behaviour which could reduce if the path is open. Some also consider it is a quicker route to the

cinema and shopping centre than walking past the leisure centre and through the shopping centre.

The Chairman explained the history of the path which was imposed by Winchester City Council Planning Committee contrary to the wishes of Winchester City Council's Planning Officers, the Town Council and developers.

A key reason for the Town Council not wanting an additional access is due to a history of anti-social behaviour suffered by residents of houses adjoining the recreation ground which occurred when there was a temporary access to Tesco further along the path and advice given by the Police at the time.

The Chairman advised that the Council would review the closure of the path and had asked for an independent view from Hampshire Police & Crime Commissioner Crime Prevention Design Advisor which would help councillors with the review.

6.1 Report from the Safer Neighbourhood Team and to receive any concerns from residents Report to circulate

6.2 Report from County Councillor Cllr Stallard advised that HCC is quiet at present due to the elections. Various proposals are coming forward in Hampshire for devolution.

6.3 Reports from District Councillors Cllr Achwal has been re-elected along with Roger Huxtep and Roger Bentote for the enlarged ward that includes Curdrige and Shedfield. The Chairman congratulated the councillors on their election.

6.4 Chairman's announcements The Chairman confirmed that at the recent meeting of the All Party Parliamentary Group on local democracy he had been appointed to a high profile of local government experts on the Councillor Commission. The work of the Commission is being supported by Clive Betts MP Chair of House of Commons Communities and Local Government Committee. There will be a series of workshops with Councillors and other interested parties. The Commission plan to hold a pan Hampshire Parish and Town Council Roundtable in early July. Further details will follow shortly.

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

7.1 To approve and sign the minutes of Full Council 4th April 2016 **Minutes approved and signed.**

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

7.2.1 To receive minutes of meeting held 13th April 2016 **Minutes received.**

The Chairman advised that plans are in hand to create additional parking at Yew Tree Surgery.

North Whiteley s106 negotiations are ongoing, the provision of the all weather pitches and schools are on programme.

The Town Council will continue to campaign for early improvements to roads.

7.3 To receive a report and recommendations from the Recreation and GP Committee (Cllr Smith)

7.3.1 To receive minutes of meeting held 13th April 2016 **Minutes received.**

7.3.2 Feedback from Annual Town Assembly held 3rd May 2016 **There was a good attendance at the Assembly with lively performances from pupils from Cornerstone CE Primary, Whiteley Primary and Henry Cort Community College.**

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

7.4.1 To receive minutes of meeting held 13th April 2016 **Minutes received.**

7.5 To receive a report and recommendations from the Transport and Highways Committee (Cllr Butler) **Next meeting 18th May.**

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

7.6.1 To receive minutes of meeting held 13th April 2016 **Minutes received.**

7.6.2 To approve accounts for audit as follows:

1. Annual Governance Statement 2015/16
2. Receipts and payments accounts 2015/16
3. Asset register April 2016
4. Supporting statement
5. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2016/17 / Review April 2015

Resolved.

7.7 To review Standing Orders' requirements:

- i. Review of delegation arrangements to committees, sub-committees, staff and other local authorities **No changes proposed.**
- ii. Review the terms of reference for committees **Each committee to review its terms of reference.**
- iii. Appointment of members to existing committees **Members appointed to committees.**
- iv. Appointment of any new committees **No new committees proposed.**
- v. Appointment of chairmen of committees **Appointments agreed.**
- vi. Review and adoption of standing orders and financial regulations **Refer to Finance Committee for changes required to comply with 2015 Procurement legislation.**
- vii. Review of arrangements with other local authorities **No current arrangements.**

- viii. Review of representation on or work with external bodies and arrangements for reporting back **Representatives appointed.**
- ix. To consider whether to exercise the General Power of Competence **The Power is available to use if required.**
- x. Review of inventory of land and assets including building and office equipment **Schedule of assets included with annual accounts.**
- xi. Review of the Council's and staff subscriptions to other bodies **Reviewed when the precept is agreed.**
- xii. Review of the Council's complaints procedure **Reviewed in 2015, next review due in 2019.**
- xiii. Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 **Proposal to adopt a Document Retention Policy, refer to SDP Committee.**
- xiv. Determine the time and place of ordinary meetings of the Full Council up to an including the next AGM of the Council **Dates of meetings to the end of the year circulated, dates for 2017 will be circulated shortly.**

7.8 Report from the Whiteley Voice Editor (Clerk) **Copy for the summer edition required by mid May.**

7.9 Report on the Town Council website and social networking sites (Cllr Jenkins / Clerk) **There are currently 4857 members of the Voice 4 Whiteley Facebook Group, it is carefully monitored and members / posts removed if considered to breach the user guidelines.**

7.10 Report on the Town Council website (Clerk) **Website is being updated as necessary.**

7.11 Reports from Councillors/Clerk on recent meetings attended

5th April Shopping Centre Travel and Transport Steering Group (Cllr Butler/Clerk) **The Shopping Centre is looking to put on a shuttle bus to and from Fareham at the weekends.**

13th April Meadowside Music Festival Planning Meeting (Cllr Evans, Cllr Thew, Cllr Smith, Cllr Jenkins, Clerk) **Planning continues.**

20th April WDALC Procurement training (Chairman, Cllr Bielckus, Cllr Jenkins, Cllr Butler, Clerk) **The course provided the basics of procurement legislation and an outline of the benefits of using frameworks.**

25th April Sutcliffe pre-start meeting (Clerk)

25th April meeting with Hampshire Police & Crime Commissioner Crime Prevention Design Advisor regarding cinema path. Report to SDP Committee

18th May (Clerk)

3rd May Annual Town Assembly

7.12 Reports and evaluation of training and development sessions attended by Councillors/Clerk **Included above.**

8. Recent correspondence List circulated prior to meeting.

9. To note current bank balances

Bank balances 9th May 2016	
Treasurers ac	£1,047
Instant access ac	£403,065
Total	£404,112
Of this balance £230,000 is allocated to the new Meadowside play area	

10. Accounts for payment It was resolved to pay the accounts shown below:

No	Paid by:	Recipient	Amount	VAT inc	Notes *reimburse Clerk
1	BACS	Sally Mclean	£205.35		Procurement training - WTC hosted for Hampshire Councils, delegate fees will cover the cost
2	BACS	Marwell Hotel	£559.60	√	Venue hire for above training (part VAT)
3	BACS	Mike Evans	£73.40		Chairman's expenses / travel
4	BACS	Fresh to Desk	£948.00	√	Catering for Assembly, includes Rotary who will reimburse
5	BACS	Buchannan	£492.00	√	Hire of tables & chairs for Assembly
6	BACS	Places for People	£178.25		Hire of hall for Assembly
7	BACS	Whiteley Primary Sch	£100.00		Expenses for Assembly
8	BACS	Henry Cort	£100.00		Expenses for Assembly
9	BACS	Winchester City Council	£504.00	√	Service charge for council rooms
10	BACS	Winchester City Council	£260.00		Dog bin emptying Jan-March
11	BACS	Footprint	£144.00	√	Play area information boards
12	BACS	OCS	£1,784.52 £3,541.38 <u>£1,440.00</u> £6,765.90	√ √ √	Grounds maintenance Feb Ditto March Clear moss & algae from wetpour, clean play equipment - all play areas and concrete bench
13	BACS	Pat Thew	£13.70		Travelling expenses
14	BACS	Aqua Cleaning	£144.00	√	Clean bus shelters
15	BACS	Viking	£33.28	√	Stationery
16	BACS	Staples	£15.58	√	*Stationery

No	Paid by:	Recipient	Amount	VAT inc	Notes *reimburse Clerk
17	BACS	Primrose	£279.94	√	*Fencing materials
18	BACS	Nicki Oliver	£893.59		*Clerk's salary May
19	BACS	Home as office	£29.25		*Clerk's expenses May
20	BACS	Telephone and internet	£41.66		*Clerk's expenses May
21	BACS	Travelling & exp	£133.25		*Clerk's travelling/expenses
22	BACS	HCC	£350.73		Employer/employee pension
Total			£12,265.48		

Meeting closed 8.54pm

Signed

Date.....