

# Whiteley Parish Council

## Recreation and General Purposes Committee

Minutes of a meeting of the above Committee held at Meadowside Leisure Centre, Whiteley on Wednesday 23<sup>rd</sup> May 2012 at 8.05pm.

**Parish Council Committee members present:** Pat Thew (Chairman), Tazmin Smith (Vice-Chairman), Vivian Achwal, Hazel Croft-Phillips, Roland Diffey.

Parish Councillors Colin Bielckus, David Jenkins, Sheena King, Peter Inman, one member of the public, Parish Clerk Nicki Oliver.

1. **To elect a chairman for the ensuing year** Pat Thew elected.
2. **To elect a vice-chairman** Tazmin Smith elected.
3. **To receive apologies for absence** Mike Evans.
4. **To receive declarations of interest regarding agenda items** None.
5. **To adjourn meeting to allow participation by members of the public** Not required.
6. **Meeting resumed to consider the following agenda items:**

6.1 To receive an update on Area K issues (Cllr Thew) **Correspondence with Countrywide is ongoing to resolve the cost of electricity for unadopted streetlighting and pumping station.**

6.2 To receive an update from the Skatepark User Forum (Chairman/Clerk) **Nothing to report this month.**

6.3 To note any outstanding play area repairs and landscape maintenance issues, **Two quotations have been received for repairs to the play area safety surfacing. Further negotiations required.**

6.4 To receive update on management plans for the Meadowside conservation area (Chairman/Clerk) **The Jubilee oak tree may need watering. Some indigenous wildflower planting to be researched following a survey of what is there already. Chairman to ask Whiteley Conservation Group if they would like to help with the survey.**

6.5 To receive update on plans for events

6.5.1 Olympic event summer 2012 (Cllr Thew/Cllr Smith/Clerk) **Plans progressing well, further publicity is needed.**

6.5.2 Fireworks autumn 2012 (Cllr Bielckus) **Cllr Bielckus is liaising with Andrew Rollings to progress this year's event.**

6.6 To receive update on devolution of open spaces and future management plans (Chairman)

6.6.1 Preparation of risk assessments for new assets **Risk assessment has been prepared as part of the annual review of internal audit controls. Copy available on the website.**

6.7 To receive an update on the proposal for an all weather pitch for football on the site of the tennis courts **DC Leisure is looking to raise funds from its own resources and from Leader funding towards the project.**

6.8 To receive an update on the proposal to review Tree Preservation Orders on Whiteley trees (Cllr Croft-Phillips) **Nothing further to report.**

6.9 To receive any issues regarding the ongoing review of OCS contract for landscape maintenance **A claim against the Whiteley Fund for work completed to date has been sent to WCC for payment. New fox-proof bins are needed on the recreation ground when the land is transferred.**

6.10 To receive feedback on the Parish Assembly held 8<sup>th</sup> May **The Assembly went well, it would be good to see more exhibitions from local organisations next year.**

6.11 To review Committee Terms of Reference **Agreed to recommend to Full Council with a change to point 5:**

The Committee will ensure compliance of all Health and Safety Regulations for Council employees, *public*, and property.

7. **To identify any unmanaged risks within this committee's remit** Risk assessments for assets complete.
8. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** The activities of the committee during the last year have been included in the annual report for the June Whiteley Voice together with a report on the Parish Assembly and plans for the 2012 Fun Day.
9. **Recent correspondence/ reports from meetings attended of relevance to this committee** None.

Meeting closed 8.42pm

**Recreation and GP Committee Terms of Reference recommended for adoption  
by Full Council 11<sup>th</sup> June 2012**

1. The Recreation and General Purposes Committee is constituted as a Standing Committee of Whiteley Parish Council. The Committee composition shall be a minimum of five Councillors as voting members with three members of the Committee constituting a quorum.
2. The Chairman and Vice-Chairman to be elected annually by the Committee.
3. All formal correspondence shall be conducted through the Clerk of the Parish Council wherever possible.
4. Minutes of all meetings are to be kept by the Committee and forwarded to the Parish Clerk for circulation at full Parish Council meetings.
5. The Committee will ensure compliance of all Health and Safety Regulations for Council employees, **public**, and property.
6. The Committee will liaise with other authorities regarding issues concerning recreation facilities, open spaces and the environment to ensure maximum benefits are derived for Whiteley residents.  
The Committee will consider all other matters not obviously within the remit of the other Standing Committees and not allocated or covered by any other Committee.
7. The Committee is authorised to commit Parish Council funds to a limit of £500 (Five hundred pounds) without formal Parish Council approval provided that this amount has been provided for in the annual precept.
8. The Committee will meet as workload requires, at least every other month.

*\* Please note the Chairman of the full council is an exofficio member of all committees and entitled to vote.*