

# The Parish Council of Whiteley

**The Minutes of the of the above Council held at the Meadowside Leisure Centre, Whiteley on Monday 6<sup>th</sup> October 2003 7.15pm.**

## **Present**

Vivian Achwal (Vice Chairman), Bob Backhouse, Ian Croft, Gaye Chesterton, Brenda Hatch (District Councillor), Ian McHugh, Pat Wright

Three members of the public

Parish Clerk - Nicki Oliver

**To receive apologies for absence** Don Bate (Chairman), Kevin Gristock, John Hall, Caroline Watts (District Councillor), Felicity Hindson (County Councillor)

**To receive declarations of interest regarding agenda items** - none

**To adjourn meeting to allow participation by members of the public**

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

**3.2 Reports from District Councillors** Please see attached report from District Councillor Brenda Hatch.

**3.3 Questions from members of the public**

Whiteley Beat Officer WPC Thorne attended the meeting.

WPC Alison Thorne said she would monitor the problem of car sales on Whiteley Way and offered to report to the Parish Council on any other issues of concern

Mr Vic Hatch asked that the Parish Council pursue the construction of a barrier across the greenway at the top of Thyme Avenue to warn pedestrians of the road crossing ahead. **Action** Clerk

**4 Meeting resumed to consider the following agenda items:**

4.1 To approve and sign the minutes of the last meeting – ***minutes approved and signed. Clerk circulated an update on action items, all will be referred to the next appropriate committee meetings.***

4.2 Proposal to hold an open discussion regarding the way forward for Whiteley Parish Council. ***In view of the number of absent councillors it was agreed to refer this to the next Full Council meeting.***

4.3 Report on progress of Parish Appraisal – the statistics are now complete and a draft report on the results being prepared. ***It was agreed a summary of the results could be published in the new PC newsletter. Action Newsletter working party.***

4.4 Proposal for a project to produce a community newsletter – Please see minutes of working party held on 17<sup>th</sup> September 2003, circulated to all councillors.

***It was agreed that the Parish Council should proceed with this proposal. The estimated printing cost for 3000 newsletters is £205. There is a possibility of advertising revenue in the future. It was agreed to ask Fareham BC for approval to deliver the leaflet to Fareham residents. Action - Clerk A request for a £500 funding budget for the project was made by the working party. Action – agenda item for next Finance Committee meeting.***

4.5 Report on progress of the Parish Council website – the contents for the website need to be published online. ***Councillor Bob Backhouse agreed to help with this.***

4.6 To comply with legislation it is proposed the following statutory resolution is made

***Whiteley Parish Council under Regulation B1(5) of the Local Government Superannuation Regulations 1986, specifies that Nicki Oliver to be a pensionable employee of the Council commencing on 1<sup>st</sup> May 2003 and that the Hampshire County Council as the administering body be so informed. Resolved***

4.7 To receive a report and recommendations from the Finance Committee - Please see minutes of meeting dated 10<sup>th</sup> September 2003.

4.7.1 To receive comments on the committee draft terms of reference, ***item 4 agreed to add ‘normally’ between and / forwarded.***

4.7.2 Proposal to accept the quotation from Primesight to maintain the bus shelters for £15 per month per shelter. Repairs to polycarbonate panels £95 each, £45 per unscheduled cleaning call out. ***Resolved***

4.7.3 Proposal to increase Clerk’s hours to 15 per week backdated to May 1<sup>st</sup> 2003. ***Resolved***

4.7.4 Proposal to contribute £200 plus VAT towards a new computer and Broadband access for Clerk. ***Resolved***

4.8 To receive a report and recommendations from the General Purposes Committee – Please see minutes of meeting dated 10<sup>th</sup> September.

4.8.1 To receive comments on the committee draft terms of reference - ***item 4 agreed to add ‘normally’ between and / forwarded.***

4.8.2 Proposal to form a working party to research the possibility of setting up an information point/discovery centre at the Meadowside Leisure Centre. ***In the absence of the Committee Chairman it was agreed to refer this item to the next committee meeting.***

4.8.3 Proposal to remove Standing Order item 66.C *Media statements pertaining to the Parish Council to be made either by the Clerk or Chairman. Any Councillor approached by the media should refer such enquiries to either the Clerk or Chairman Resolved*

4.9 To receive a report and recommendations from the Highways and Transport Committee - Please see minutes of meeting dated 24<sup>th</sup> September

4.9.1 To receive comments on the committee draft terms of reference - **item 4 agreed to add 'normally' between and / forwarded.**

4.9.2 Highways Representative report - no report this month.

4.9.3 Lighting Representative report – no report this month.

4.10 To receive a report and recommendations from the Planning Committee - Please see minutes of meeting dated 10<sup>th</sup> September 2003.

4.10.1 To receive comments on the committee draft terms of reference **Item 9 agreed to add 'normally' between and / forwarded.**

4.11 To receive a report and recommendations from the Recreation Committee – Please see minutes of meeting dated 24<sup>th</sup> September 2003.

4.11.1 To receive comments on the committee draft terms of reference - **item 4 agreed to add 'normally' between and / forwarded.**

4.11.2 Proposal to hold a special full council meeting on Thursday 16<sup>th</sup> October at 7.15pm to discuss and make recommendations to Winchester City Council for the provision of recreation facilities behind Meadowside Leisure Centre. **Resolved**

4.12 Report from Councillors on recent meetings attended

4.12.1 Visit to Whiteley from WCC Chief Executive – Chairman Don Bate to circulate his report prior to next Full Council meeting.

4.13 To consider questions and comments from Councillors

1. Councillor Pat Wright asked why houses in the Leafy Lane area did not receive the Winchester City Council recreation facilities consultation.  
**Action** Clerk to write to WCC Chief Executive with complaint.
2. Councillor Bob Backhouse felt too many emails were being circulated.  
**Action** Clerk will remove Councillor Backhouse from circulation list for general information emails
3. Councillor Brenda Hatch reported that bus stop line painting on the roads will be carried out in the near future.

## **5 Recent correspondence**

1. WCC Community Facilities for Swanmore College – asking for PC contributions towards these facilities. Agenda item for next Finance Committee
2. NALC Code of Practice for Local Councils handling complaints, all PCs are advised to have a complaints procedure. Agenda item for next GP Committee
3. HAPTC has sent a special invitation to Whiteley PC, as the newest Hampshire Parish Council, to attend HAPTC's 56<sup>th</sup> AGM at Winchester

Guildhall 9.30am Saturday 18<sup>th</sup> October. Nominations for a Councillor to attend requested. Vivian Achwal will attend.

## 6 Accounts for payment

It was agreed to pay the following accounts:

No	Chq No	Recipient	Amount	Notes
1	014	Whiteley Greens	£1,000.00	As agreed
2	015	Viking	£61.01	Stationery
3	015	Viking	£305.49	Display boards
4	016	WCC	£15.00	Room hire
5	017	HAPTC	£20.00	New councillors training event
6	018	Community Action Hampshire	£20.00	Training event
7	019	Mrs B Hatch	£13.51	Magnets for notice boards
8	020	Mr D Bate	£50.40	Travelling
9	021	N Oliver 5 weeks @ 15 hrs @ £8.50 Back pay 17 weeks @ 5 hrs @ £8.50	£637.50 <u>£722.40</u> £1,360.00 less tax £299.20 less NI <u>£149.60</u> £911.20	Clerk's salary
10	021	Home as office	£17.30	
11	021	Internet	£15.00	
12	021	Novatech	£235.00	New computer for Clerk 1/3 cost
13	021	BT Broadband connection	£20.00	½ cost
14	021	Sainsburys	£4.49	Gift for EC
15	021	Postage	£5.58	
16			£8.88	
		<b>Total</b>	<b>£2,702.86</b>	

Meeting closed 9pm

Signed ..... date.....