



Whiteley Parish Council

Minutes of a meeting of the above Council held at the Meadowside Leisure Centre, Whiteley on Monday 3rd March 2008 at 7.15pm.

Councillors Present: Mike Evans (Chairman), David Jenkins (Vice-Chairman), Vivian Achwal, Mike Anthony (District Councillor), Chris Cousin, Kairen Goves, Brenda Hatch, Victor Hatch, Brian Hughes, Ian McHugh, Pat Thew

PCSO Owen Reeves, three members of the public, Parish Clerk Nicki Oliver

1. **To receive apologies for absence:** Freddie Allgood (County Councillor)
2. **To receive declarations of interest regarding agenda items:** none.
3. **To adjourn meeting to allow participation by members of the public**

3.1 Report from County Councillor: report from Cllr Freddie Allgood circulated prior to meeting.

3.2 Reports from District Councillors: report from Cllr Mike Anthony circulated at meeting.

3.3 Questions from members of the public

PCSO Owen Reeves advised that the Meon Valley Safer Neighbourhood Team meet their Fareham counterparts on a quarterly basis to review Whiteley issues. A suggestion box has been placed at Tesco for residents to record views on community safety problems.

3.4 Chairman's announcements

The Chairman welcomed new councillor Pat Thew. The Chairman has been appointed to Winchester City Council's Standards Committee as a Parish Representative.

4 Meeting resumed to consider the following agenda items:

4.1 To approve and sign the minutes of the February 2008 meeting: **minutes approved and signed.**

4.2 Review of Parish Council procedures, policies and strategies:

4.2.1 Clerk's contract, terms of employment and salary review. **The proposal from the Finance Committee that the Parish Clerk's salary be increased from 1 April 2007 (including back-pay) in accordance with the National Agreement was unanimously agreed by Councillors. It was also agreed that a salary review (other than the normal cost of living rise) would be undertaken annually. This followed an independent assessment undertaken by HALC representative, the National Vice Chairman of the**

Society of Local Council Clerks and a detailed report circulated by Chairman to all councillors.

Action: Chairman to write formally to Parish Clerk together with a revised contract/job description in accordance with the National Agreement on terms and conditions of employment for parish clerks.

4.3 To receive report on key objectives for 2007/8 and projects reporting directly to Full Council:

4.3.1 North Whiteley Forward Planning (Chairman) The Consortium has **produced a promotional leaflet for the plans for North Whiteley which was circulated to all councillors.**

4.3.2 Whiteley Village redevelopment proposals update (Chairman) A briefing for councillors took place on 26th February, a public exhibition will be held in the Village on 17th and 18th March, details to be included in the next Whiteley Voice and Parish website.

4.3.3 To agree response to FBC LDF Issues and Options consultation by 7th March 2008. **Draft response to be circulated for comments and submitted by due date. Action Chairman/Clerk**

4.3.4 Review of Parish Plan (Chairman/Clerk) **Details of the progress to date circulated to all councillors prior to the meeting, the evidence base and work in progress has been made available to councillors on the website. Quotes for some of the data management work have been sought and possible grant opportunities researched. It was agreed that any funding received from developers as part of the Statement of Community involvement (SCI) consultation should be without prejudice.**

4.3.5 Devolution issues (Chairman) **Report included within Recreation and GP minutes below.**

4.4 To receive a report and recommendations from the Recreation and GP Committee. (Cllr Cousin)

4.4.1 To receive minutes of meeting 27th February: **minutes received. In anticipation of the results of the Young People's survey, research into existing youth provision in the district is being undertaken to establish how the needs of young people could be met in Whiteley.**

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

4.5.1 To receive minutes of meeting 27th February: **minutes received.**

4.6 To receive a report and recommendations from the Transport and Highways Committee. (Cllr Goves)

4.6.1 To receive minutes of meeting 27th February: **minutes received.**

4.7 To receive a report and recommendations from the Finance Committee (Chairman)

4.7.1 To receive minutes of meeting 27th February: **minutes received.**

4.7.2 To receive recommendation regarding grant request from Meadowside Leisure Centre of £353 towards the Adopt a School scheme: **grant approved, to be made in instalments at the commencement of each 5 week session.**

4.7.3 To receive recommendation regarding Grant request from Whiteley Art Society £800 for audio visual equipment: **grant not approved as only 20% of the membership is in the Whiteley Council area. It would seem more appropriate for the Art Society to apply for an Arts Activity Grant from Hampshire County Council .**

4.8 Report from the Newsletter Working Party (Cllr Achwal) **the next edition will be ready for delivery shortly.**

4.9 Report on the Parish Council website (Clerk) **the redesigned website is up and running.**

4.10 Report from Councillors/Clerk on recent meetings attended: **none.**

5 Recent correspondence: list circulated prior to meeting.

6 Accounts for payment It was resolved to pay the following accounts:

Inv No	Chq No	Recipient	Amount *Reimburse Clerk	Notes
1	436	Winchester City Council	£65.50	Room hire
2	437	David Jenkins	£44.40	Travelling expenses
3	438	Brenda Hatch	£17.76	Travelling expenses
4	439	HALC	£410.00	Affiliation fee
5	441	General expenses	*£8.43	Refreshments for meetings
	440	Meadowside Leisure Centre	£176.50	Adopt a School grant
6	441	N Oliver gross £728.50 -Tax £138.88 -NI £32.28 -Pension <u>£43.71</u>	£513.63	Clerk's salary March
7	441		*£21.00	Home as office
8	441		*£27.00	Telephone/internet
	441	HALC	£22.40	Clerks conference - training
9	442	HCC	£172.65	Employer/Employee pension contributions
10	443	Inland Revenue	£626.19	Employer/Employee contributions
		Total	£2105.46	

Meeting closed 8.45pm

Signed

Date