



Whiteley Parish Council

Minutes of the Annual General Meeting of the above Council held at Meadowside Leisure Centre, Whiteley on Tuesday 4th May 2010 at 7.15pm.

Councillors present: Mike Evans (Chairman), David Jenkins (Vice-Chairman), Vivian Achwal, Colin Bielckus, Roland Diffey, Brenda Hatch, Brian Hughes, Al Menzies, Lydia Newman, Pat Thew.

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** Kairen Goves, PCSO Owen Reeves.
5. **To receive declarations of interest on agenda items** None.
6. **To adjourn meeting to allow participation by members of the public.**

6.1 Report from Meon Valley Safer Neighbourhood Team and to receive any concerns from residents No report this month.

6.2 Report from County Councillor No report this month.

6.3 Reports from District Councillors Cllr Achwal advised members of some recent casework.

6.4 Chairman's announcements The Chairman welcomed new councillor Lydia Newman.

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

7.1 To approve and sign the minutes of Full Council 12th April 2010 **Minutes approved and signed.**

7.2 Review of delegation arrangements to committees, sub-committees, employees and other local authorities **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.3 Review of the terms of references for committees **Agreed to refer to each committee to review and make recommendation to Full Council.**

7.4 Receipt of nominations to existing committees **Committees appointed, nominations to the SD&P Committee to be made when Committee Chairmen elected.**

7.5 Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them **Whiteley Action Group (Climate Change Action) to be added as a working party reporting to the Recreation and GP Committee.**

7.6 Review and adoption of appropriate standing orders and financial regulations **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.7 Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities **Not required.**

7.8 Review of representation on or work with external bodies and arrangements for reporting back **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.9 Review of inventory of land and assets including buildings and office equipment **Agreed to refer to the Finance Committee for review and recommendation to Full Council as part of the end of year accounts.**

7.10 Review and confirmation of arrangements for insurance cover in respect of all insured risks **Agreed to refer to the Finance Committee for review and recommendation to Full Council as part of the end of year accounts.**

7.11 Review of the Council's and/or employees' memberships of other bodies **The Council is a member of HALC and NALC and the Clerk is a member of SLCC for 2010/11, review when membership due for renewal in March 2011.**

7.12 Review of the Council's complaints procedure **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.13 Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.14 Establishing the Council's policy for dealing with the press/media **Agreed to refer to the SD&P Committee to review and make recommendation to Full Council.**

7.15 Setting the dates, times and place of ordinary meetings of the full Council for the year ahead **Dates for 2011 have been set, 2012 will be circulated in October.**

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

7.16.1 To receive minutes of meeting held 21st April 2010 **Minutes received.**

7.17 To receive a report and recommendations from the Recreation and GP Committee. (Cllr Thew) **Cllr Thew provided an update on current projects.**

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

7.18.1 To receive minutes of meeting held 21st April 2010 **Minutes received.**

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

7.20 To receive a report and recommendations from the Finance Committee (Cllr Bielckus) **Cllr Bielckus reported that he has received and read Governance and Accountability 2010 – A Practitioner’s Guide.**

7.21 Report from the Whiteley Voice Working Party (Cllr Goves/Cllr Menzies) **The May edition is being delivered, there has been lots of good feedback. Cllr Menzies was thanked for her work preparing and delivering The Whiteley Voice.**

7.22 Report on the Parish Council website (Clerk) **There have been 201 visits and 274 page views in the last month.**

7.23 Reports from Councillors/Clerk on recent meetings attended

15th April Older Persons’ Partnership attended by Brenda Hatch minutes circulated.

14th April Whiteley Action Group (WAG) lead by Al Menzies minutes circulated.

8. Recent correspondence List circulated prior to meeting

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

Meeting closed 8.58pm

Signed

Date

May accounts for payment:

No	Chq no	Recipient	Amount	Notes *reimburse Clerk
1	528	Bespoke Landscapes	£1,351.25	Replacement chq (519 cancelled)
2	529	B&Q	£24.33	Materials to repair grasshopper
3	530	Post Office	£36.50	*Postage
4	531	Viking	£15.02	Stationery
5	532	Mike Renfrew	£40.00	Delivery of Whiteley Voice
6	533	WCC	£61.50	Room hire March
7	533	WCC	£148.00	Empty dog bins Jan-March 2010
8	534	Leisure and Community Partnership Ltd	£37.30	Room hire April
9	535	Footprint	£1,250.00	Printing Whiteley Voice
10	536	Hampshire Air Ambulance	£500.00	Agreed S137 grant
11	537	Henry Cort Community College	£100.00	S137 assembly grant
12	538	Whiteley Primary School	£100.00	S137 assembly grant
13	539	Simply Ace Catering	£400.00	Catering for assembly
14	540	Buchannan	£262.61	Chairs for assembly
15	601	Buchannan	£87.54	*Deposit for chairs for assembly
16	601	Nicki Oliver	£1,052.82	*Clerk's salary May including pay increase for 08-10
17	601	Home as office	£21.92	*Clerk's expenses May
18	601	Telephone and internet	£30.00	*Clerk's expenses May
19	602	HCC	£409.75	Employee and employers pension contributions
Total			£5,928.54	