

## WHITCHURCH AND GANAREW GROUP PARISH COUNCIL

### Minutes of the meeting held on 14 May 2013 at Whitchurch Memorial Hall

**PRESENT** G Hiscox (Chairman) S Lothian J Smith-Milne J Dixon R Smith S McInerney D Williams T Roberts W Walby

At the Ordinary Parish Council meeting M Jenkins S Cole and G Jones joined the Parish Council as co opted members

**ATTENDING** K Shilton (Clerk) Ward Councillor J Jarvis and 4 residents

### ANNUAL MEETING OF THE PARISH COUNCIL

1. Appointment of Chairman. It was proposed by D Williams seconded by S McInerney and agreed by all members that G Hiscox be appointed as Chairman. G Hiscox signed the Declaration of Acceptance of Office as Chairman.
2. Appointment of Vice Chairman. It was proposed by G Hiscox seconded by S McInerney and agreed by all members that T Roberts be appointed as Vice Chairman.
3. Appointment of officers and working groups. It was agreed this would be decided at the next June 2013 meeting with the exception of the Finance working group these members being agreed as T Roberts S McInerney J Smith-Milne G Hiscox and Clerk/Financial Officer.
4. Comments from the Chairman. G Hiscox explained how the Council required a structure that fits the objectives and needs of the Parish and that he was looking forward to a more proactive approach to Parish related matters.
5. Report from Ward Councillor. This had been circulated to members prior to the meeting. Budget related matters were highlighted particularly the cuts to expenditure to meet budget reductions. It is hoped work to Meeks Well Lane will be started soon.
6. Dates of future meetings. It was agreed to hold meetings on the second Tuesday of each month with the exception of January and August when no meetings would be held unless there were urgent business matters or planning matters requiring attention.
7. Financial Report year ending 31 March 2013. This had been circulated to all members prior to the meeting. The report was agreed by all members and the necessary documents signed by the Chairman and Clerk in preparation for the internal and external audits.

### ORDINARY PARISH COUNCIL MEETING

#### 1. OPEN DISCUSSION FOR THE PUBLIC

S McInerney requested that a statement he had prepared be read to the meeting. G Hiscox asked that this statement should be put succinctly. The statement requested that S Lothian apologise to D Williams over matters concerning the February 2013 report prepared by the then Chairman

and S Lothian .From discussion that followed when S Lothian was asked to apologise to D Williams he stated that the Council should move on and that he considered he had no reason to apologise on the matter. S McInerney requested that the Clerk put his written statement on file.

**2. APOLOGIES** None

**3. DECLARATIONS OF INTEREST** None

**4. CO OPTION OF NEW COUNCIL MEMBERS**

The meeting agreed to co opt four new members being S Cole G Jones M Jenkins and B Hendley.

**5. MINUTES OF THE LAST MEETING HELD ON 9 APRIL 2013**

S Lothian questioned why footpaths 73 and 74 would have no maintenance work. The Council members and Clerk explained this had been a resolution of the Council on these footpaths following the report from the Footpaths Officer. The minutes were then agreed and confirmed and signed by the Chairman.

**6. ACTION POINTS FROM THE MINUTES**

S Lothian questioned the inspection by Amey on the self help pot hole work on the Doward. T Roberts confirmed this inspection had taken place.

**7. REPORTS RECEIVED**

The Footpaths Officer continues to attempt to make contact with the home owner regarding barbed wire on the fencing reference footpath 35. Footpath 93 . The meeting agreed this should be inspected by the Footpaths Officer.

Financial. It was agreed that further signatures should be authorised on the Council bank mandate. The Clerk recommended a total of 4 signatures of which any 2 were required for any cheques or payments.

Play Area. The Chairman made reference to the 2012 ROSPA play area inspection report. It was agreed a site meeting would take place on 18 May 2013 at 10.00 am with all Council members welcome. From this meeting a plan of actions would be made including where possible a self help approach to minimise costs.

Inspection of Log Books. The red telephone box log books and play area logs were brought to the meeting. The play area log book was given to the Clerk for safe keeping. Once the play area is re-opened a new Council member will be appointed for the weekly inspection.

Insurance. The Clerk confirmed that alternative like for like insurance quotations were being obtained.

**8. FINANCIAL MATTERS**

Lengthsman and Footpath P3 Scheme have been approved and allocated to our Parish for 2013/14.

First precept payment £7500.00 has been received.

Parish Plan. Grant payment £840.00 has been received.

The following payments were agreed:

Lengthsman £264.00 and £24.00

Audit fee £40.00

Clerk fee £400.00

Expenses £43.40 and travel £31.95

HALC subscription. There were mixed opinions as to whether to continue with HALC. Following the opportunity for all members to comment, 5 members favoured staying with HALC, 4 members were against and 2 members abstained. The subscription for £387.21 was then agreed and paid.

**9. PLANNING**

Haygrove Nursery. It was reported the Enforcement Officer was making a visit with reference to the caravans on this site.

**10. PARISH PLAN**

J Dixon reported that the Planning For Real event would take place on 13 and 14 July 2013 at Whitchurch Memorial Hall.

The meeting resolved that a separate bank account for the Parish Plan should be opened with J Dixon, T Roberts, D Williams as signatures of which any 2 signatures would be required for cheques and payments.

**11. CLOCK TOWER LIGHTING**

It was agreed that J Smith-Milne organise an electrician to investigate and make the necessary repairs.

**12. DIRTY/OBSCURED ROAD SIGNS**

It was agreed that the Lengthsman would be contacted by the Clerk and instructed to clean the Parish road signs on B and C roads.

It was further reported on the A40 the road sign to Whitchurch had been knocked down. The Clerk will inform Highways.

**13. ITEMS FOR THE NEXT AGENDA**

Working Groups and Appointed Officers

Play Area

Parish Plan

Repairs to tourist maps

**NEXT MEETING TO BE HELD ON 11 JUNE 2013 AT 7.00 PM AT WHITCHURCH MEMORIAL HALL.**

The meeting started at 7.00 pm and ended at 8.55 pm

Signed.....Chairman

Date.....

