

# **Shedfield Parish Council**

*(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)*

## **MINUTES OF FULL COUNCIL MEETING HELD 21 SEPTEMBER 2009 at 7.15 pm at WALTHAM CHASE METHODIST CHURCH HALL**

Present:

Parish Councillors: - Alan Cox, Jess Bond, Ruth Wiffen, Matt Humphrey and Val Green

District Councillor: - Linda Gemmell

County Councillor: - Felicity Hindson

Clerk: - Yvonne Wheadon

Members of public: - 13

59/09 - Apologies – Councillors Lesley White, Graham Smith, David Ogden, Malcolm Hogg, Rupert Irons and District Councillor Roger Huxstep

60/09 - Declarations of Interest - None

61/09 - The minutes of the Extra Ordinary meeting held on the 16 September 2009 were signed by the Chair as a true and accurate record.

62/09 - Notice of uncontested Election was confirmed with the following being duly elected Councillors for Shedfield (Waltham Chase Ward):- Kevin Dye, Stuart Jones and Roy Skelding

63/09 - Public Participation –

(i) County Councillor Felicity Hindson provided information for Shedfield Parish Council to be part of the Parish Lengthsman, a pilot scheme funded by Hampshire County Council where £10000 will be set aside to pay for small works to Highways such as dirty ditches and signs, obstructions to drains and clearing vegetation obscuring signage.

(ii) District Councillor Linda Gemmell reported that the Tourism Website has been updated and that an exhibition of Football Memorabilia is currently on display at Winchester.

(iii) Representative's of Waltham Wolves Football Club are concerned that they have not been given priority to the Pitch at Shedfield Recreation Ground.

(iv) Waltham Chase Village Hall Committee has provided the Council with details of their Grant Application that is to be considered under item 69/09 (i)

(v) Margaret Jones, Clerk to Curdrige Parish Council advised the Council of a mini bus that is available that Shedfield Parish Council may be interested in sharing. Further details will be provided for Council to consider.

(vi) Residents of Clewers Hill requested information of the recent survey that had been undertaken recently. See item 68/09

Meeting resumed

64/09 - Response to Public Participation

The Chair said that the Council would be interested in the Parish Lengthsman scheme.

The Chair will arrange a separate meeting with the Football Clubs.

The Chair proposed to discuss the survey with interested parties as required.

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- 65/09 - Personnel & Procedures Committee - Terms of reference for this committee were adopted. Members to include Alan Cox and Jess Bond with an opportunity for other members to be appointed in due course since a number of members were absent and this may be of interest to the newly elected Councillors. <sup>1</sup>
- 66/09 - Complaints Procedures - A draft copy was circulated and agreed with some minor adjustments to be made and cleared with Hampshire Association of Local Councils. <sup>2</sup>
- 67/09 - Finance & Administration
- (i) Waltham Chase Village Hall - It was proposed that Council assist with the 25% of the Grant Application towards refurbishment. All agreed.
  - (ii) Financial reports were circulated and accepted. The list of expenditure items was approved with invoices from the Maintenance Contractor to be added.
  - (iii) Clerks Training - It was agreed that the Clerk will complete the following training:-
    - (a) Budget training with the Accounts Software Provider.
    - (b) Power of Wellbeing an additional topic that now forms part of the Certificate in Local Council Administration. The Clerk has recently completed and passed the original Portfolio.
  - (iv) It was agreed that future minutes would show action points as a check that these are completed. Clerk to agree a format with Councillor Jess Bond.
- 68/09 - Reports from Committee Meetings
- (i) Cemetery - It has been suggested that the original ledgers could be scanned and put on disc as a back up.
  - (ii) Common - Eradication of Japanese knotweed and ragwort has been dealt with.
  - (iii) Open Spaces - It was proposed that wreaths should be laid for Occasions. All were in favour for the Council to include this in the next budget
- 69/09 - Planning - Highways - Clewers Hill/Curdridge Lane - This item was deferred until results of the survey have been disclosed.
- 70/09 - The Clerk and 2 Councillors attended a course on Charitable Trust arranged by the Society of Local Council Clerks - The Chair said that this was extremely beneficial in understanding and managing the 2 Charities to which the Council is sole trustee.
- 71/09 - Future Agendas - Section 137 grant requests will go forward to the next Finance & Administration Committee.
- 72/09 - Correspondence, the following items were circulated
- (i) Local Council News
  - (ii) Invitation to the Richard Moss Reception
  - (iii) Development Support Service (information of funding for Voluntary Community Groups)

*With no further business to be transacted the Chair declared the meeting closed at 20:40*

### *Actions*

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<sup>1</sup> Inform Councillors not present of this Committee

<sup>2</sup> Make adjustments and request HALC for guidance