

# **Shedfield Parish Council**

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

## **MINUTES ANNUAL GENERAL MEETING HELD 10 MAY 2010 7 PM AT THE PAVILION SHEDFIELD**

Present:

Parish Councillors: - Alan Cox, Jess Bond, Ruth Wiffen, Matt Humphrey, Malcolm Hogg, Kevin Dye, Stuart Jones, Roy Skelding, Lesley White and Val Green

District Councillors: - Roger Huxstep and Linda Gemmell

Clerk: - Yvonne Wheadon

Member of public:- Lorrie Smith

26/10 - **Election of Chair** - A proposal for Councillor Alan Cox to remain as Chairman for a second year was unanimous.

27/10 - **Acceptance** - Councillor Alan Cox was pleased to accept and duly signed the declaration.

28/10 - **Apologies** – County Councillor Felicity Hindson, Rob Shaw, Councillors Graham Smith and David Ogden

29/10 - **Declarations of Interest** - None were recorded

30/10 - **Election of vice Chair** - A proposal for Councillor Jess Bond to remain in this position for a further year was also agreed and accepted.

31/10 - **Councillor Vacancies** - currently two vacancies waiting to be filled, 1 for Shedfield Ward and 1 for Waltham Chase Ward

32/10 - The minutes of the Council meeting held on the 22 March 2010 were signed by the Chair as a true record.

33/10 - Appointment of Committees - The following committees and members confirmed with Chair and Vice Chair being members to all.

**Cemetery** - Ruth Wiffen, Stuart Jones, Kevin Dye

**Common** - Val Green, Matt Humphrey, Lesley White, Kevin Dye

**Open Spaces** - David Ogden, Ruth Wiffen, Graham Smith, Kevin Dye, Matt Humphrey and Rob Shaw co-opted as Project Manager for Waltham Chase Play Area.

**Planning** - Malcolm Hogg, Kevin Dye, Graham Smith, Stuart Jones, Roy Skelding, Matt Humphrey, Val Green and in an advisory capacity, District Councillor Linda Gemmell

**Personnel & Procedures** (5) - Roy Skelding, Matt Humphrey, Malcolm Hogg

**Finance & Administration** - Stuart Jones, Malcolm Hogg

34/10 - Council representatives

Rights of Way - Graham Smith

St John the Baptist School Governor Liaison - Roy Skelding

Swanmore College - Roy Skelding

Trust 2000 - Alan Cox

Transport - Ruth Wiffen

Waltham Chase Village Hall - Alan Cox

Safer Neighbourhood Partnership with Swanmore Parish Council - Malcolm Hogg and Roy Skelding

**Shedfield Parish Office, Upper Church Road, Shedfield, Southampton, Hampshire. SO32 2JB**

Telephone/Fax: 01329 830060

Mobile: 07918 623009

Email: [shedfieldparish@btconnect.com](mailto:shedfieldparish@btconnect.com)

[www.shedfieldparishcouncil.org.uk](http://www.shedfieldparishcouncil.org.uk)

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Shirrell Heath Recreation Ground and Allotment Gardens - Jess Bond

35/10 - Parish Lengthsman - The agreement between Swanmore Parish Council as lead parish and Shedfield Parish Council was discussed. Council requested further information to be clarified before commitment and delegated Councillors Malcolm Hogg and Alan Cox to verify the document on behalf of the Council.

36/10 - Standing Orders and Financial Regulations - A revised model standing orders (publication 2010 by NALC) was circulated. It was resolved that delegation to adapt as appropriate will go to the P & P committee who may recommend changes to Council for approval.

It was agreed that the proposed amendment to the current Financial Regulations section 3.8 should read 'each separate committee can reallocate in any one budgetary year an amount up to £500 without referring to Council provided the existing budget is not exceeded'.

### **37/10 - Financial Report**

- (i) Audit Commission - The Statement of Accounts for the Annual Audit 2009/10 - approved.
- (ii) Annual governance statement approved
- (iii) Internal Auditor's Report - Noted
- (iv) Internal Auditor's estimate for 2010 - 2012 approved
- (v) Annual Subscriptions together with expenditure list for April - approved.
- (vi) The annual insurance premium was agreed - clerk to adjust as necessary in line with Asset Register and report to finance committee.

### **38/10 - Waltham Chase Play Area**

- (i) Revised Design - Council approved the expenditure for the revised design.
- (ii) Council did not approve the quotation for the footpath and requested further quotations.

*With no further business to be transacted the Chair declared the meeting closed at 8.45 pm*