



# **PARISH COUNCIL of DENMEAD**

The Old School, School Lane, Denmead, Waterlooville, Hampshire, PO7 6LU

Tel: (023) 9224 7947 Fax: (023) 9224 7943

Date: 11 May 2018

Members are summoned to attend the ANNUAL COUNCIL MEETING of DENMEAD PARISH COUNCIL as detailed below.

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Gareth Davies  
Clerk to the Council

TIME, DATE AND LOCATION	<b>7.30 pm WEDNESDAY 16 MAY 2018 Denmead Community Centre, Old School, School Lane, Denmead</b>
MEMBERS	Cllrs K Andreoli, I Brown, N Lander-Brinkley, J Morphett, N Rusbridger, P Langford-Smith, E Marks, K Scholey, G West and M Willoughby.

## **AGENDA**

### **1 Election of Chairman**

- (a) Invite nominations and elect a Chairman of the Council for the ensuing municipal year (2018-19) (S.O.2e).
- (b) Receive the Declaration of Acceptance of Office by the Chairman (or decide when it shall be received) (S.O.2e).

### **2 Apologies To receive any apologies for absence.**

### **3 Declarations of Interest Arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.**

### **4 Minutes of previous Meetings**

To receive and confirm the accuracy of the Minutes of the Council Meeting held on the 4 April 2018 (previously circulated).

### **5 Public Participation**

The meeting will recess for not more than 15 minutes so as to allow any members of the public to address the meeting.

### **6 Election of a Vice-Chairman**

- (a) Invite nominations and elect a Vice-Chairman of the Council for the ensuing municipal year (2018-19).

### **7 Structure and membership of Committees and Sub-Committees for the ensuing municipal year (2018/2019) (S.O.2j iii) (list attached of structure and membership at 31.3.2018-**

- (a) To consider and confirm the frequency and cycle of meetings for the remainder of the municipal year.
- (b) Confirm the Committee Structure or consider and determine any amendments including substitutes.
- (c) Agree the membership of the main committees, sub-committees and working parties (request of Councillor preferences attached)

### **8 Appoint a Chairman for each Committee and Sub-Committee**

- (a) Amenities Committee
  - (b) Highways & General Purposes Committee
  - (c) Planning Committee
  - (d) Footpaths Sub-Committee (subject to the review undertaken in agenda item 7.b)
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**9 Appointment of Parish Councillors – other duties in 2018-19**

Appointment of representatives to outside organisations.

**10 County and District Councillors Reports**

- (a) Receive a report and any apologies from the County Councillor.
- (b) Receive a report and any apologies from the District Councillors.

**11 Councillor Vacancies**

- (a) To consider applications for co-option from
  - i. Rachael Pearson
  - ii. Andrew Jones
- (b) To consider which two Committees each Councillor will serve on. **To consider and agree**

**12 Youth Provision**

- (a) To receive a report covering the period January to April 2018 and to consider any other matters relating to youth provision. **To consider and determine any action.**

**13 Village Matters**

- (a)
  - i. West of Waterlooville: To receive any report from residents of the developments (or members of the West of Waterlooville Advisory Group) on matters affecting them. **To consider and determine action.**
  - ii. To receive an update from WCC on progress with the Community Governance review. **To consider and determine any action**
- (b) Town Centre Manager update. **To receive any update and to consider and determine any actions.**

**14 Correspondence**

- (a) There is no correspondence to receive.

**15 Heath Field**

Heath Field Working Party: No report to receive. **To note.**

**16 Southern Parishes Group**

- (a) To receive any update following the meeting held on 14 May. **To consider and determine any action.**

**17 Affordable Rural Housing**

- (a) To receive a report from Cllr Marks following her meeting with the Rural Housing Enabler. **To consider and determine any action.**

**18 Communications**

- (a) Denmead Scene issue 136: this issue has now been prepared and sent for printing and will be distributed at the start of June. **To consider and determine any action.**
- (b) To consider and agree any other matters related to the Denmead Scene
- (c) To consider and agree any matters related to the Parish Council's Facebook pages.

**19 General Data Protection Regulations (GDPR)**

- (a) To receive a brief from the Clerk on progress in preparing compliance for GDPR. **To consider and determine any action.**

**20 Staff Matters**

Groundstaff: To receive a recommendation from FA&P that a fourth groundsman is recruited to maintain staffing level in the Landscape Team. **To consider and agree action.**

**21 Financial**

- (a) Orders for Payment: **Consider and approve the Orders for Payment (List 02 previously circulated).**
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- (b) Accounts: To note that the April 2018 accounts have been issued.
- (c) Bank Statements:  
To receive and agree the bank balances (previously circulated) as at 30 April 2018. To confirm the balances and for the Chairman to sign the Statements and Reconciliations  
Lloyds Bank Account Number: 23336468 Balance £331,662.51  
Co-operative Bank Account Number: 65807918 Balance £ 29,078.21  
**To confirm the Balances and Reconciliations for both the Lloyds and Co-operative Bank and for the Chairman to sign them both.**
- (d) Internal Audit: To receive a verbal report following a visit of the Internal Auditor on 11 May 2018. **To consider and agree any matters arising.**

**22 To receive the Minutes, Reports, Recommendations and Resolutions from the meetings listed below**

*Note: In accordance with S.O.12(c) the only Minutes to be received by Council are those that have been approved by the appropriate committee.*

- (a) Amenities Committee – Minutes 28 February 2018
- (b) Finance, Administration & Personnel Committee – Minutes 14 March 2018
- (c) Highways & General Purposes Committee – Minutes 21 March 2018
- (d) Planning Committee – Minutes 28 March and 18 April 2018.

**23 Parish Representation on other bodies and organisations**

- (a) Church: Cllr Morphett.
- (b) Denmead Community Association: Cllr Andreoli.
- (c) Winchester District Association of Local Councils: Cllr Lander-Brinkley.
- (d) Hambledon and Denmead Welfare & Educational Trust: Mr Richard Hallett.

All in attendance should be aware that filming, photographing, recording, broadcasting or transmitting the proceedings of the Council may occur during the meeting.

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