

## **MINUTES OF THE ANNUAL GENERAL MEETING OF OAKLEY & DEANE PARISH COUNCIL HELD ON MAY 12<sup>th</sup>**

**Present:** Mr. Harding (Chairman), Mr. Adams, Mr Bullions, Mr. Ellison, Mrs. Hayman, Mrs. McCullins, Mr. Paler, Mr. Rowley and Mr. Startin. Mrs Bedford (Clerk) and Mrs. Meyer (Deputy Clerk) also attended.

Before the Parish Council meeting began the Members were shown a presentation from a representative from Wates & Miller Homes for the planning application 22/01021/RES. A separate report has been produced for this presentation.

### **1. Apologies for Absence**

Apologies were received from Mr. Bealing, and from Mrs. Taylor

### **2. Resignation of Councillor**

The clerk informed members of the resignation of Mr. Parry. Members thanked Mr. Parry for his efforts and contributions to the Parish Council and extended their good wishes for the future. The Borough have been informed of the vacancy and will advise the clerk once a co-option can take place.

### **3. Appointment of Chairman**

Mr. Ellison proposed, and Mr. Adams seconded, that Mr. Harding be elected chairman for the coming year. Mr. Harding agreed to accept the nomination. All members voted in favour of Mr Harding and he accepted the role. Mr. Harding thanked the Members for their support. Members all agreed to the following Chairman's statement : *Oakley and Deane Parish Council works for the good of the whole parish rather than individual wards.*

*The parish council is a non-political organisation. As such party political statements are not permitted in any council meeting.*

Mr. Harding proposed Mr. Adams as vice-chair but Mr. Adams declined. As no other members were proposed for the role of vice-chairman that role was unfilled but will be reviewed in one month.

Mr. Ellison highlighted to need for Working Parties lead Councillors to support the Clerk.

### **4. Governance Statement for AGAR 2021/22**

The clerk had distributed the Governance Statement to all members in advance of the meeting, and all members confirmed that the statement was correct and that it should be signed by the clerk and the chairman.

### **5. Membership of working parties and committees, and representatives to other organisations.**

All members were asked to return the schedule to the clerk, indicating which working parties/committees/other organisation they wished to join for the coming year and the clerk confirmed the final list, which will be posted onto the PC website. During their first meeting, all working parties should appoint a lead Councillor.

All Members agreed to change the name of the 'Publicity and Village Events' party to 'Community Engagement'

## **6. Minutes of meeting held on April 14<sup>th</sup>, 2022**

Minutes of the meeting, having been previously distributed to all members, were agreed to be an accurate record of the meeting and the chairman signed the minutes

## **7. Report from Annual Parish Meeting on 26<sup>th</sup> April 2022**

The report was distributed to the Members before the meeting and there were no comments.

## **8. Clerk/deputy clerk report**

- a) The clerk and deputy clerk had issued their report in advance and there were no comments or queries.
- b) The Clerk issued an updated contact list.

## **9. Planning Matters**

- a) **Minutes of the Planning Meetings held on 21<sup>st</sup> April and 5<sup>th</sup> May** were circulated to all members. There were no comments or queries.
- b) **Summary of planning Applications and Decisions April/May** was issued by the deputy clerk and there were no comments or queries.

## **10. IT Project Working Party Presentation**

Mr. Harding agreed to move this presentation to the June meeting, due to timings. The Deputy Clerk agreed to circulate the presentation to all Members to read before the June meeting. Mr. Paller is concerned about the lack of knowledge new Members have on the Parish Council's IT system due to the lack of training.

## **11. Review of Action List**

Mr. Harding reviewed the action list.

Members were asked to send to Mr Harding their thoughts on the role of a Parish Councillor.

## **12. Working Party Reports**

### **a. Burials and Churchyards**

- i) Meeting agreed for June 7<sup>th</sup> for the Clerk to attend

### **b. Environment**

**i) Rev Litton Notice Board** - Adhoc have agreed to manage and pay for the refurbishment of the board. All Members agreed and thanked Adhoc.

**ii)** Mr Harding requested the Clerk to look at costs for replace the noticeboard at the pond.

**c. Finance**

**i) Approval of Payments:** it was proposed by Mr. Adams and seconded by Mr. Paler, and agreed by all members, that the following payments be made:

<b>Payee</b>	<b>Charge to Budget</b>	<b>Total Cost</b>	<b>Service</b>	<b>Status</b>
NEST	122.01	122.01	Clerk Pension April	Paid DD
EE and T Mobile	34.86	41.95	Clerk/deputy mobile phone	Paid DD
HMRC	744.10	744.10	April Contributions	Unpaid EFT
Scofell	296.66	355.99	April Grounds Maintenance	Unpaid EFT
Oakley Village Hall	30.00	30.00	Hire of Hall for APM	Unpaid EFT
Larkstel Ltd	2189.33	2627.20	April Grounds Maintenance /marking out/bins	Unpaid EFT
Malshanger Estates	404.38	404.38	Rent and water charges	Unpaid EFT
BT	41.95	50.34	Office phone	Unpaid DD
B Bedford	5.45	5.45	\Refreshments APM	Unpaid EFT
HCC	33.15	39.78	Cleaning supplies	Unpaid EFT
M Godwin	221.24	221.24	Handyman charges April	Unpaid EFT
Archers Grounds Maintenance	587.32	587.32	Allotments and Beach Park	Unpaid EFT
S Harding	4.99	5.99	Clicker counter	Unpaid EFT
Vitaplay	6986.40	8383.68	UFR and Avon Road	Unpaid EFT
T Harrington	180.50	180.50	April Cleaning	Unpaid EFT

Mr. Harding and Mr. Statin approved the EFT payments.

**ii)** A new signatory is to be agreed to replace Mr. Parry

**d) Highways and Transport**

- i)** Brackets for OTIS – Mr. Paler proposed and Mr. Adams seconded the approval of £90 to spend on brackets for lamp posts so the speed tracking device can be moved more easily around the village. All Members agreed.
- ii)** Existing traffic data reports had been sent to Mrs. Juliet Henderson (Hampshire County Council) at her request
- iii)** A small claims case has been filed against the company that supplied the faulty speed monitoring device

**e) IT Project**

- i)** PowerPoint displays have been reintroduced to the Council meetings so documents can be shared on screen.

- ii) Investigation broadcasting options for the meetings to help engage more of the community. Mr Paler to write up a proposal for grant options

**f) Parish Council Governance**

- i) Nothing to report

**g) Community Engagement**

**Village Show:** Mrs McCullins requested £250 from the Jubilee budget that has not been spent to be used for a Community Engagement Stall at the Village Show. The Working Party are planning various activities to engage the Community in the work that the Parish Council do. Mr. Ellison proposed the spend, which was seconded by Mr. Harding. All Members voted in favour. Mrs. McCullins also requested assistance in the set up and running of the stall.

**h) Sports and Play areas**

- i) Mr. Ellison read out his report. Mr. Ellison thanked the Oakley Gardening Clubs for the bulb planting and maintenance at Beach Park and the Upper Farm Road play area, and a member of the public who has offered established indigenous trees that will be planted at Peter Houseman.
- ii) Members were asked to note that as per the budget, Oakley Gardening Club had agreed to select suitable bulbs for Beach Park and Upper Farm Road play area for planting in the Autumn.
- iii) Sports and Play Areas Working Party asked permission to develop a proposal for an arborist survey for trees looked after by the Parish Council. Mr. Paler proposed and Mr. Harding seconded. All Members were in favour.

**13. Reports from representatives to other organisations.**

- a) **Andover Road Village Hall:** nothing to report.
- b) **East Oakley Village Hall:** nothing to report.
- c) **Love Oakley? Go Green:** nothing to report
- d) **Oakley Community Association:** Mr. Startin issued a report in advance of the meeting and there were no questions or comments
- e) **Village Show Committee:** nothing to report.
- f) **Ukrainian Refugee Action** – Mrs Hayman showed one of the Welcome Packs produced for Ukrainians staying in Oakley. Mr Harding commended Mrs Hayman for her efforts.

**14. Confidential Items**

**RESOLVED:** that owing to the confidential nature of the business to be discussed, the public and press be excluded from the remainder of the meeting.

**15. Date of the next meeting is June 9<sup>th</sup> if COVID restrictions allow.**