

FRENESHAM PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in Marindin Hall on Wednesday
8th May 2013 at 7.30pm.

Present

* Cllr Millerchip (Chairman)	* Cllr Beales (Vice-Chairman)
* Cllr Davis	* Cllr Reece
a Cllr Morgan	* Cllr Fairhead
* Cllr McLean	* Mrs Shipton (Clerk)

* = present **a** = apologies received

Also present -CCllr D Harmer,BCllr B Adams, PSCO J Francis and PC A Regan

01/13 Disclosure of Pecuniary and other Interests.

- a. No Members, in relation to any items included on the agenda for this meeting, disclosed any interests which are required to be disclosed by Section 28 of the Localism Act 2011; which Frensham Parish Council endorses.
- b. The legal requirement for a Councillor vacancy notice was duly completed and Waverley advised no candidates. Mr I McLean offered himself for co-option to Frensham Ward. It was **Agreed** to Co-Opt Mr Ian Mclean, he signed the Declaration of Office and completed the Code of Conduct.

02/13 Approve minutes

Minutes of the Meeting of the 20th March 2013 having been circulated prior to the meeting were approved and signed.

03/13 Reports : Police, Surrey County Councillor and Waverley Borough Councillors

PSCO John Francis and PC Alex Regan gave a report on crime in the area, which is low. Cllr McLean asked them to report the vandalism on the Rec and arranged to meet. Cllr Millerchip to email the details of the music evening to the Police.

C.Cllr David Harmer – The Council congratulated David Harmer on a successful re-election to the County Council. He said that he may be elected to Highways and Environment. His local allocation fund amounts are yet to be agreed and flooding issues in the County have caused higher expenditure than expected.

B.Cllr Adams – outlined the Green Deal and the Rural Highway. He said that there would not be any funding to help parishes with their Neighbourhood Plans.

04/13 Election of Chairman

Cllr Millerchip was nominated by Cllr Davis, seconded by Cllr Beales and elected to serve as Chairman to Frensham Parish Council for the ensuing Local Government year and duly signed the Declaration and Acceptance of Office.

05/13 Election of Vice-Chairman

Cllr Beales was nominated by Cllr Davis, seconded by Cllr McLean and unanimously elected to serve as Vice-Chairman to Frensham Parish Council for the ensuing Local Government year.

06/13 Election of Committee Appointments (all members invited - the Clerk to attend)

Planning & Highways – Cllr Davis (Chair) Beales (Vice-Chair) Millerchip and Reece

Parish Office Management Committee – Cllr Millerchip, Davis and Beales

Recreation Ground and Pavilion Committee – Cllr Millerchip, Beales and McLean

Finance Committee – Cllr Davis, Millerchip and McLean

Strategy and Policy Committee – Cllr Millerchip to invite all members.

<u>07/13 Election of Members Appointments</u>	<u>2013</u>
a. Red Telephone Box Project Leader	Fairhead
b. Willets Heath Management Company rep.	Chairman/Davis
c. Footpath Representative	Beales
d. Village Design Statement/Neighbourhood Planning W/P	Millerchip/Beales
e. Newsletter Editor & Press releases/publicity	Reece/Davis as Editor
f. Website Management	Sue Green Manager/Beales/Millerchip
g. Playground Working Team (part of Rec Comm)	Reece
h. Shortfield Common Management	Millerchip /Beales
i. Environmental / conservation monitor	Beales/Davis
j. Emergency Coordinators	Millerchip/Davis/Fairhead

<u>08/13 Appointment to outside organisations</u>	<u>2013</u>
a. CPRE	Colin Hall
b. Police Liaison/Neighbourhood Watch	Reece
c. Frensham Village Shop	Davis /Beales
d. Church Charity (Appointed for 4 years in 2008)	Chairman/Clerk
e. Local Committee (Waverley): Haslemere and Western Villages Transportation Task Group.	Davis/Millerchip as Reserve
f. Frensham Common Liaison & Users Group	Beales/Davis
g. Frensham Fayre	Beales
h. Alice Holt Community Forum	Beales

09/13 Finance Committee

- a. **As circulated prior to the meeting the cheques for March 2013 were approved and signed.**
- b. Members noted the final budget 2012/13 to 31st March 2013.
 - a. No S.137 payments - None.
- c. **Agreed to Approve and sign Accounting Statement for the Annual Return 31st March 2013 from External Audit.**
- d. **Agreed to Approve Annual Governance Statement for the Annual Return 31st March 2013 from External Audit.**
- e. **Agreed to Approve and sign Accounts year ending 31st March 2013.**

- f. There were no matters raised from the Internal Auditor.
The Chairman thanked the Clerk and Cllr Davis for their hard work on the accounting systems and achieving completion in such a short timescale.
- g. The external audit 2012/13 begins on 14th May 2013.

10/13 Planning & Highways Committee

The Minutes and all Recommendations contained therein, of the meetings held on 3rd April 2013 were Confirmed and Approved.

11/13 Recreation Ground & Pavilion Committee

No report – Meeting to be arranged Wednesday 5 June immediately following Planning.

- a. Hollowdene Recreation Ground –
 - i. Rospa Inspection 2013 June.
 - ii. Tree Survey undertaken – report due.
 - iii. The issue of dogs on Rec was discussed at the Annual Assembly. Cllr McLean to review signage, write an article for Parish mag and website to explain the reason for the rule.
 - iv. Football – to discuss at Rec meeting. Note teams wish to continue at the Rec.
 - v. Ground care of Rec by Sports clubs – renovating patches, discuss at Rec meeting
 - vi. Frensham Fayre 15th June 2013 – evening event organisation is separate from the Fayre. Pending receipt of, any relevant licences, current insurance and FPC Permission form completed.

12/13 Parish Office Management Committee – No report

- a. No update on the purchase of the projector and associated equipment. MM
- b. Rent Review of the shop 2013 / 14 **Agreed** to keep the rent the same in view of the economic climate at £300 per quarter.

13/13 Strategy & Policy Committee – No report

14/13 Rushmoor Community

- a. Cllr Fairhead gave an update on progress – a recent unpleasant exchange has settled. St Mary's door is ready to go on and re-painting can begin. Rushmoor is primed and ready to paint, Legion needs small working party to undertake painting – MM organising. The Crowns may be gold painted. Phone Box blog on the Web will begin.
- b. Proposed tennis courts between Tilford and Rushmoor. –Cllr Reece said that he will be working on grant applications to SCC Veolia and Sport England. He said that the application quality is key to success. He will also discuss the grants with WBC Jane Todd.

15/13 Shortfield Common Management Team & Open Spaces

Shortfield Common – Cllr Beales

- a. Management issues – misc rubbish on site and a tidy up will take place. Many unusual botanical species found and work is on-going.
- b. Parking Issues – the residents at Gorse cottages are making an effort to keep to the track.
- c. New Noticeboard – SCC with thanks part funding from C.Cllr Harmers fund, a recycled noticeboard will be sited on the Common nearby the existing seat.
- d. Tree Survey – is pending. The wood needs a tidy up and a working party required.

16/13 Councillor's attendance at meetings/seminars/etc.

- a. Waverley Towns & Parish Meeting – Monday 8 July- Volunteers required, questions to be agreed, if any.
- b. WBC Planning Forum – Tuesday 21 May 7pm Cllrs Beales & Millerchip to attend.

17/13 Press Releases /Publicity- Website www.frensham-pc.gov.uk

- a. Website – Cllr Beales urged Councillors to send in articles and photographs to keep the site alive and interesting. All Councillors to prove their biography in approx. 150 words.
- b. Cllr Fairhead to take photographs of each Councillor following this meeting to use on the website with their biogs.

18/13 Community Issues

- a. Neighbourhood Watch Scheme - Noted
- b. Emergency Co-ordination Team – Noted

19/13 Annual Assembly – Wed.10th April 2013- Marindin Hall

The evening went smoothly with the Speaker Steve Webster giving a good informative talk. Cllr Beales has thanked him for coming.

20/13 Items for the Next Agenda

Councillors should be prepared, when requesting an item for the next agenda, to provide and circulate relevant paperwork outlining their item prior to the meeting.

Question from the public.

Signed.....Dated.....

Meeting ended at: 9.10 pm

**Next Planning & Highways Meeting Wed. 5th June at 2.30pm Parish Office
Recreation meeting 5 June immediately following the above committee.**

NEXT COUNCIL MEETING Wed. 3rd July 2013 AT 7.30PM PARISH OFFICE