

OVING PARISH COUNCIL

Minutes of the Annual Meeting held on Thursday 17th May 2018 in Oving Jubilee Hall.

Present: Chairman Cllr. S. Schuyleman, Cllr. L. Smith, Cllr. A. Wilkinson, Cllr. M. Wright, Cllr. P. Guest, Cllr. D Marston, Cllr. R. Hague and Miss R. Palmer (Clerk).

1	Appointment of Chairman	Action
	The meeting started at 9.00 pm. Cllr. Hague was asked if he would become the Chairman but declined for the time being. Cllr. Schuyleman was proposed as Chairman and the Council supported this appointment unanimously.	
	2 To receive Chairman's declaration of acceptance of office.	
	Cllr Schuyleman signed the Declaration of Acceptance of Office.	
	3 Apologies for Absence	
	Apologies were received from Cllr. F. van de Wetering de Rooy. His apology was accepted.	
	4 Declarations of Interest under the Code of Conduct.	
	There were no declarations of interest.	
	5 Appointment of Vice Chairman.	
	Cllr. Hague agreed to be appointed as Vice Chairman to replace Cllr.Wright. The Council supported this appointment unanimously.	
	6 To receive Vice Chairman's declaration of acceptance of office.	
	Cllr. Hague signed the Declaration of Acceptance of Office.	
	7 Approval of minutes (available at www.ovingcommunity.org.uk) and review of actions:	
	<p>a) AGM held on 18th May 2017. The minutes of the AGM held on 18th May 2017 were unanimously approved and signed by the Chairman as a true copy. All actions had been completed.</p> <p>b) Parish Council meeting held on 22nd March 2018. The minutes of the Parish Council meeting held on 22nd March 2018 were unanimously approved and signed by the Chairman as a true copy. All actions had been completed.</p> <p>c) Extraordinary Parish Council meeting held on 26th April 2018 The minutes of the Extraordinary Parish Council meeting held on 26th April 2018 were unanimously approved and signed by the Chairman as a true copy. All actions had been completed.</p>	
	8 To appoint/confirm/or set aside representatives for the following:	
	<p>The Council agreed to appoint the following Councillors and member of the public to the roles as described. The appointments were all voted upon unanimously.</p> <ul style="list-style-type: none"> - Planning committee, including appointment of Chairman. Cllr. Marston (Chairman), Cllr. Schuyleman, Cllr. Wright, Cllr. van der Wetering de Rooy, Cllr. Guest and Mr T. Jones. - Parish Community Safety committee. Cllr. Smith and Cllr. Wilkinson. - Parish Website. Cllr. Wright. - Parish Newsletter. It was unanimously agreed to remove this appointment as it is not the responsibility of the Parish Council. Leader Emergency Plan (includes Evacuation Plan and Winter Plan). Cllr. Wilkinson. - Oving Parish Plan. It was unanimously agreed to remove this Steering Group as their work has been completed. - Alms House Trustee. Cllr. Wright. - Village Hall Trustees. Cllr. Wright and Cllr. van de Wetering de Rooy. 	

	<ul style="list-style-type: none"> - Community Wardens Interface. Cllr. Smith. - Neighbourhood Watch. Cllr. Schuyleman. - Oving Youth Club. Cllr. Smith. Recreation Ground Cllr. Marston. 	
9	To consider any matters arising from the Annual Parish Meeting.	
	It was unanimously agreed to defer this item to a future meeting.	
10	Issues raised by members of the public for discussion with Council Members (up to 15 minutes).	
	There were no issues raised by members of the public.	
11	To appoint a Company to act as DPO to Oving Parish Council and to assist with GDPR compliance.	
	Cllr. Wright had distributed three quotes to all Councillors which had been read prior to the meeting. Proposed by Cllr. Hague and seconded by Cllr. Marston, it was unanimously agreed to appoint GDPR-info into this role.	
12	To appoint a Company to re-develop and maintain the Oving Community Website.	
	Cllr. Wright had distributed three quotes to all Councillors which had been read prior to the meeting. Proposed by Cllr. Smith and seconded by Cllr. Guest, it was unanimously agreed to appoint Function 28 into this role.	
13	To consider amendments to planning application TG/17/01699/FUL Tangmere Airfield Glasshouse Proposal	
	Proposed by Cllr. Hague and seconded by Cllr. Wilkinson, it was unanimously agreed to raise objections concerning the lack of screening. The Clerk was asked to send comments to CDC planning.	Clerk
14	To consider whether OPC should amend the regularity of meeting dates from bi-monthly to monthly.	
	The Chairman advised that some Councillors were concerned about the duration of the six Full Council meetings held each year and the need to hold regular Extraordinary meetings to manage the workload. It was unanimously agreed to add a further five meetings to the annual schedule to reduce the duration of each meeting and to avoid the need to hold Extraordinary meetings. Proposed by Cllr. Marston and seconded by Cllr. Wright. The Council supported this unanimously and the Clerk was asked to schedule an additional three meetings in 2018 and 11 meetings in 2019.	Clerk
15	Noting of correspondence received since 16th March 2018.	
	The list of correspondence had been sent to all Councillors and read prior to the meeting. There were no questions raised and the list was noted by the Councillors present.	
16	Finance:	
	<p>a) To consider the budget control statement. The budget control statement was considered and approved.</p> <p>b) To review the bank accounts and reconciliation of balances. The bank accounts and reconciliation of balances were considered and approved.</p> <p>c) To approve the schedule of payments totalling £68,939.09. The schedule of payments, totally £68,939.09, was considered, approved and signed by The Chairman as accurate.</p>	
17	To agree outline priorities for Council Year 2018/2019 and procedure for projects to be allocated funding.	
	It was unanimously agreed to defer this item to a future meeting.	
18	Any other business – urgent matters to be discussed at the discretion of the Chairman or for noting and	

	inclusion on a future agenda.	
	There were no other business matters to consider.	
19	Next Meetings.	
	Planning Committee meeting will be held on Thursday 24th May 2018 (if required) or on Thursday 21st June 2018 . The next OPC Full Council meeting will be held on Thursday 14th June 2018 starting at 6.45pm.	

The meeting closed at 10.00 pm.

Signed:

Date:

Chairman