

## FAWLEY PARISH COUNCIL

Minutes of the Annual meeting of Fawley Parish Council held on Wednesday 15 May 2019 at 7pm in the Jubilee Hall, Fawley.

Members	Present	Apologies	Absent
Cllr A Alvey	√		
Cllr A Carcas		√	
Cllr B Coyston	√		
Cllr A Glass	√		
Cllr B Hall	√		
Cllr McElhenny	√		
Cllr S Milgate	√		
Cllr J Poole	√		
Cllr S Read		√	
Cllr C Reece	√		
Cllr A Sanders	√		
Cllr K Smith	√		
Cllr T Terrill	√		
Cllr B Thorne	√		
Vacancy			

### **In attendance:**

Steve Postlethwaite, Clerk/RFO to the Council  
Sue Markides, Deputy Clerk

**PUBLIC SESSION:** There were no members of the public present.

Cllr Alvey as the presiding Chairman took the Chair and welcomed all to the meeting.

**19/01 Election of Chairman** – to elect a Chairman of the Council to hold office until the Annual Meeting in 2020.

It was proposed by Cllr Glass and seconded by Cllr Thorne that Cllr Alvey be elected as Chairman of the Council. There were no other nominations.

It was **RESOLVED** that Cllr Alan Alvey be the Chairman of Fawley Parish Council until the next Annual Meeting in May 2020.

### **Declaration of Acceptance of Office by the Chairman.**

Cllr Alvey remained in the chair and signed the Declaration of Acceptance of Office, which was formally witnessed by the Clerk, Steve Postlethwaite. He thanked members for their confidence in him and advised he would do his best to represent the Council and the whole of Fawley Parish. He welcomed back re-elected councillors and welcomed new councillors.

Each member then introduced themselves to the meeting.

**9/02 Apologies:** Apologies were sent by Cllr A Carcas and Cllr S Read for personal reasons. These were accepted.

**19/03 Declarations of interest and dispensations**

3.1 To receive declarations of interest from councillors on items on the agenda

Cllr Thorne declared a non-prejudicial interest in minute 19/03 Planning, as she is a member of the New Forest District Council Planning Committee. She stated that she would consider the applications on the evidence in front of her at this point in time.

Cllr Alvey declared a non-prejudicial interest in planning application 19/10211, Tween Banks, The Square, Fawley SO45 1DD as he knows the applicant. He stated he would remain in the meeting but would not take part in the vote.

Cllr Hall declared a non-prejudicial interest in planning application 19/10179, The Old House, The Square, Fawley, SO45 1DF as he knows the applicant. He stated he would remain in the meeting but would not take part in the vote.

3.2 To receive written requests for dispensations for disclosable pecuniary interests (if any) None

3.3 To grant any requests for dispensation as appropriate None

**19/04 Election of Vice-Chairman:** to elect a Vice-Chairman of the Council to hold office until the Annual meeting in 2020.

It was proposed by Cllr Alvey and seconded by Cllr Poole that Cllr B Thorne be elected as Vice-Chairman of the Council. There were no other nominations.

It was **RESOLVED** that Cllr B Thorne be the Vice-Chairman of Fawley Parish Council until the next Annual Meeting in May 2020.

**19/05 Appointment of Committees including Chairman and Vice-Chairmen appointments:**

a) Estates & Facilities Committee

It was **RESOLVED** that the Estate & Facilities Committee Membership for 2019/20 be as follows: Cllr A Alvey, Cllr B Thorne, Cllr Coyston, Cllr A Glass, Cllr B Hall, Cllr D McElhenny, Cllr C Reece.

It was proposed by Cllr Alvey and seconded by Cllr Coyston that Cllr Glass be elected as Chairman of the Estates & Facilities Committee. There were no other nominations.

**RESOLVED:** That Cllr A Glass be elected as Chairman of the Estates & Facilities Committee.

It was proposed by Cllr Glass and seconded by Cllr Hall that Cllr Coyston be elected as Vice-Chairman of the Chairman of the Estates & Facilities Committee. There were no other nominations.

**RESOLVED:** That Cllr B Coyston be elected as Vice-Chairman of the Estates & Facilities Committee.

Draft awaiting confirmation at the next Parish Council meeting

b) Policy, Resources & Personnel Committee

It was **RESOLVED** that the Policy, Resources and Personnel Committee Membership for 2018/19 be as follows: Cllr A Alvey, Cllr B Thorne, Cllr A Glass, Cllr S Milgate, Cllr J Poole, Cllr A Sanders, Cllr K Smith.

It was proposed by Cllr Alvey and seconded by Cllr Sanders that Cllr Thorne be elected as Chairman of the Policy, Resources & Personnel Committee. There were no other nominations.

**RESOLVED:** That Cllr B Thorne be elected as Chairman of the Policy, Resources and Personnel Committee.

It was proposed by Cllr Thorne and seconded by Cllr Glass that Cllr Alvey be elected as Vice-Chairman of the Policy, Resources and Personnel Committee. There were no other nominations.

**RESOLVED:** That Cllr A Alvey be elected as Vice-Chairman of the Policy, Resources and Personnel Committee.

**19/06 Appointment of Representatives to Other Bodies:**

It was **RESOLVED** that Representatives to Other Bodies be appointed as follows:

- |   |   |
|---|---|
| a) New Forest Consultative Panel  | Cllr Carcas   |
| b) New Forest Environmental Liaison Committee   | Cllrs Poole & Thorne  |
| c) Waterside Heritage   | Cllr Reece  |
| d) Police Liaison Group   | Cllrs Coyston & Glass   |
| e) Age Concern New Forest East  | Discussion took place on the frequency of meetings.<br>To contact Age Concern NFE regarding the timing of meetings and report back to Cllr McElhenny / Council. |
| f) Dibden Allotment Fund - Agreed to continue as Parish nominated trustee until end of May 2023 | Cllr Alvey  |
| g) New Forest Association of Local Councils   | Cllr Sanders plus Clerk/RFO   |

**19/07 Chairman's Announcements:** The Chairman advised of the following:

A reminder that Register of Members Interests are required to be returned to the Clerk of the Council within 28 days of the date of the election i.e. by 30 May 2019.

Please note that the parish has three large planning applications to consider – the Fawley Waterside application which as the proposal encompasses land within the New Forest District and the New Forest National Park Authority has two separate applications and the Fawley Refinery Two re-fuelling units consisting of Hydrogen unit & Hydrotreater including 2 stacks about 50 metres high (Block 36B); Automotive diesel oil storage tank (Block 13). As there are a number of documents you may wish to start reading through them now.

Draft awaiting confirmation at the next Parish Council meeting

The calling of an extraordinary meeting of the parish council where these applications can be discussed with officers of the planning departments present is being considered.

**19/08 Business of Annual meeting in accordance with standing order 5J:**

Members considered the business of the Annual meeting in accordance with standing order 5J and noted the report provided (see attached Appendix A).

The Clerk confirmed that all Cllrs had signed their Acceptance of Office forms.

**RESOLVED:** That the minutes of the meeting held on 03 April 2019 be signed as a correct record.

**RESOLVED:** To accept the Asset list as presented (see attached Appendix B).

**19/009 Planning:**

**a) Parish List: RESOLVED: To submit the following observations:**

Full Planning Permission

19/10481

Land rear of 149 Hampton Lane, Blackfield, Fawley SO45 1WE

Proposal: Detached bungalow; demolition of existing garage and workshop/store to rear of 149 Hampton Lane; reposition side gate

**(No 3)** We recommend permission

Full Planning Permission

19/10500

7 Hursley Drive, Langley, Fawley SO45 1ZU

Proposal: Two-storey rear extension

**(No 3)** We recommend permission

Full Planning Permission

19/10211

Tween Banks, The Square, Fawley SO45 1DD

Proposal: Use of first floor flat as office

**(No 3)** We recommend permission

Full Planning Permission

19/10513

1 Long Lane, Holbury, Fawley SO45 2LF

Proposal: Single-storey side and rear extension; alterations to bay window and create balcony over

**(No 3)** We recommend permission on the condition that the arboriculturist is happy with the tree works under tree work application 19/0330.

Draft awaiting confirmation at the next Parish Council meeting

Re-Consultation on Full Planning Permission

19/10179

The Old House, The Square, Fawley, SO45 1DF

Proposal: Use of building as 1 dwelling; single storey rear extension; detached double garage; associated changes to elevation (Amendment to proposed elevations) (Amended reason to advertise)

**(No 5)** We are happy to accept the decision reached by the District Council's Officers under their delegated powers.

**b) New Forest National Park Authority :**

19/00244

Land from Northern Access Road, South on Fawley Bypass (B3053) along Badminton Lane to Langley Sub-Station

Proposal: Application under part 16 of the Town and Country Planning (General Permitted Development) order in respect of the installation of underground fibre optic cable

The Parish Council **notes** this application.

19/00251

Lower Lepe Camping, Lepe Road, Lepe, Exbury SO45 1AD

Proposal: Retention of access track to serve campsite and agricultural land

**(No 5)** We are happy to accept the decision reached by the New Forest National Park

Officers under their delegated powers but would like to comment that Hampshire Highways should address the issue of access and, the debris from the track coming onto the highway.

Cllr Thorne left the meeting at 7.42pm and returned 7.43pm.

**c) New Forest District Council Tree Works:**

Application TPO 19/0330

1 Long Lane, Holbury, Southampton SO45 2LF

Proposed works:

Ash x 4 - Crown thin

Ash x 1 - Fell

Hornbeam x 1 - Crown thin

Coastal Redwood x 1 Crown lift and crown thin

Tulip x 1 - Crown thin

Copper Beech x 1 - crown thin

Oak x 10 - Crown thin

Oak x 1 -Pollard

Beech x 1 - Crown thin

Silver Maple x 1 -Remove stump

Birch x 1 - Remove stump

Ash x 1 - Remove stump

The Parish Council **SUPPORTS** this application subject to the advice of the District Council Arboriculturist.

Draft awaiting confirmation at the next Parish Council meeting

**19/010 To confirm the Council's eligibility to meet the General Power of Competence:**

**RESOLVED:** That Fawley Parish Council meets the requirements to operate with the General Power of Competence.

A member of Hythe and Dibden Cricket Club (and also a staff member of Fawley Parish Council) joined the meeting.

It was agreed to move agenda item **19/017 To agree use of Ear Marked Reserves as funding for Indoor Cricket equipment** to this point in the meeting.

Discussion took place. It was noted that expressions of interest had been sent to local cricket teams earlier in the year asking if indoor cricket facilities were available at Gang Warily would they use them and feedback has been positive. The distances local teams currently travel to access indoor facilities was also noted.

Hythe and Dibden Cricket Club has several teams that would be interested in training at Gang Warily including, the staff member advised, a ladies team with the option of a 15 week indoor league taking place. He considered demand for the facility would be high.

Existing bookings e.g. badminton have been taken in to account and it is hoped to have designated badminton evenings whilst Sunday evenings 6-9pm was considered to be a good time for some of the cricket sessions to take place.

A small amount of ad hoc bookings at Gang Warily may be lost (other parish buildings could be used if required) but more structured use of the centre and the income potential from this new facility were noted. Members agreed that income generated up to the initial equipment purchase value will be returned to the Ear Marked Reserve.

**RESOLVED:** To agree £11,174 plus VAT is used from Ear Marked Reserves 327, Sports and Recreation Equipment to proceed with the installation of new cricket lanes in the main sports hall at Gang Warily Recreation Centre.

**RESOLVED:** Income generated from the installation of new cricket lanes in the main sports hall at Gang Warily Recreation Centre up to the initial purchase value of £11,174 is returned to Ear Marked Reserves 327, Sports and Recreation Equipment.

The staff member left the meeting 7.51pm

**19/011 To agree meeting dates for the Council year and to note date of tour of Parish facilities for all councillors – 10am, 21 May 2019.** Members noted the tour being provided. Cllr Alvey advised that members can attend any meeting of the parish council - even if they do not belong to that particular committee – although they would not be able to vote on agenda items except for planning.

**RESOLVED:** To accept the meeting dates for Council and its committees as presented (see attached Appendix C).

**19/012 To receive the Annual Risk Assessment 2019/20** following which the Chairman of the Council to sign. Cllr Hall considered this to be a very good presentation.

Draft awaiting confirmation at the next Parish Council meeting

**RESOLVED:** To accept the Annual Risk Assessment for 2019/20. Cllr A Alvey as Chairman of the Council to sign the Risk Assessment for 2019-2020 as presented and Steve Postlethwaite to sign as Responsible Finance Officer (see attached Appendix D).

**19/013 To note a review has been undertaken of the Council's Health and Safety Policy with no changes required, therefore the Clerk has signed this off. Noted.**

**19/014 Automated Direct Debits** – Members noted the Automated Direct Debit Instruction Service will be a more efficient way to collect direct debits from customers.

**RESOLVED:** To sign the indemnity agreement to allow Fawley Parish Council to become an Automated Direct Debit Instruction Service Originator.

**19/015 To agree to accept the proposal from New Forest District Council to renew the lease of the Queen Elizabeth Recreation Ground for 99 years: previous resolution Policy, Resources & Personnel Committee 14 November 2018** - That Council proceed (in advance of any future expenditure at the QEII) with the deed of variation of the lease of the QEII Recreation Ground (use as recreational open space) between Fawley Parish Council (FPC) and New Forest District Council (NFDC) from the current expiry date of 06 February 2032 to a new date of 06 February 2062 with each side bearing their own legal costs, FPC costs expected to be in the region of £160.

**RESOLVED:** To accept the proposal from New Forest District Council to renew the lease of the Queen Elizabeth Recreation Ground for 99 years from the current expiry date of 06 February 2032 with each side bearing their own legal costs.

**19/016 To consider donation of £250 to be met from budget code 4340/200 Bench Seats, to Fawley Mensshed to cover the cost of the provision of 5 wooden benches made by members for placement around the parish** – due to Declarations of Interest at Parish Council meeting held on 03 April 2019, decision should not have been made.

**RESOLVED:** To donate £250 from budget code 4340/200 Bench Seats, to Fawley Mensshed to cover the cost of the provision of 5 wooden benches made by members of the Mensshed for placement around the parish.

**19/017 To agree use of Ear Marked Reserves as funding for Indoor Cricket equipment**  
This agenda item had been discussed earlier in the meeting.

**19/018 Blackfield & Langley Funding Acceptance Form:** Members discussed the requirement of the parish council as land owners to sign the funding acceptance form relating to recent improvements made to the Blackfield and Langley Ground at Gang Warily.

**RESOLVED:** To accept the claw back conditions (10 years) of the grant funding for improvements to Blackfield and Langley Ground at Gang Warily and sign the Grant Acceptance Form.

**RESOLVED:** To approve the current licence dated 01 April 2016 for a period of 26 years is changed to a lease for a period of 30 years. The new lease to be brought back to council for approval once received.



Draft awaiting confirmation at the next Parish Council meeting

**19/019 To identify councillor volunteers to man the Parish Council Stall at the Armed Forces Day Event Saturday 22 June 2019 (between 11am -1pm, 1pm-3pm and 3-4pm).**

Cllrs B Thorne & J Poole 11am - 1pm, Cllr K Smith 1-3pm, Cllr D McElhenny 3-4pm.

Members to contact the office with their availability on the day.

**19/020 Correspondence:**

**a) For response:**

**i) NFDC Licensing:** Application for club premises certificate (S71), Fawley AFC, at 179-181 Long Lane, Holbury, Southampton SO45 2PA. Members had no objection as long as drinking was kept within the building.

**b) For information:**

**i) FPC –** To note due to the lateness of the request, permission has been granted to All Saints Church, Fawley to use Churchfields from 31 May 2019 – 02 June. Annual permission is usually requested for a Church Fete but Cllrs to note the event is the same as the one given permission for last year, a larger event. A deposit of £250.00 has been taken. Noted.

**ii) NFDC Licensing:** Temporary Events Notice, Jolly Sailor, Ashlett Road, Ashlett Creek, Fawley, Southampton SO45 1DT, 25/05/2019 11.00am - midnight, Ale/Cider with Live Music Festival, sale of alcohol & provision of regulated entertainment, 250 persons. Noted

**iii) NFDC Licensing:** Temporary Events Notice, (LATE) All Saints Church, Marsh Lane, Fawley, 18/05/2019 19.00 – 18/05/2019 23.30 Live Music Event, sale of alcohol, provision of regulated entertainment, 350 persons. Noted

**19/021 Councillors News and Comments**

**Cllrs are reminded that this agenda item involves no more than an exchange of information.**

Cllr Coyston advised that the Fawley Mensshed will be making poppies to be placed on land owned by the parish council leading up to Remembrance Sunday 10 November 2019. To make the poppies 2 litre plastic bottles have been requested – delivered to Gang Warily who will pass them on to the Mensshed.

Cllr Hall had paid a visit to the Mensshed; he is most impressed and wished to congratulate everyone involved with it.

Cllr McElhenny had, with the approval of the Clerk, sent information on the sensory garden planned for Jubilee Hall to the Friends of Lepe to see if they are able to assist.

Cllr Milgate advised of work being undertaken at the site of the new cemetery in Calshot. He considered he had found a suitable location for a bench at Calshot; the location to be provided to the Clerk.

**19/022 Date of next meeting: 12 June 2019**

There being no further business the meeting closed at 8.13pm.

.....  
Chairman