

## FAWLEY PARISH COUNCIL

Minutes of the meeting of Fawley Parish Council held on Wednesday 12 June 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  
Danielle Alexander, Finance & Transparency Officer  
Annette Slattery, Minute Taker

**Also present:** 3 members of the public

**19/28 Apologies for Absence:** Apologies were sent by County Cllr A McEvoy, District Cllr M Clark, Parish Cllrs A Sanders and Thorne for personal reasons. These were accepted.

### **19/29 Declarations of Interest.**

- a. To receive declarations of interest from councillors on items on the agenda  
Cllr Glass declared a non-prejudicial interest in minute 19/33 Planning, as he is a member of the New Forest District Council Planning Committee. He stated that he would consider the applications on the evidence in front of him at this point in time.
- b. To receive written requests for dispensations for disclosable pecuniary interests  
**None**
- c. To grant any requests for dispensation as appropriate **None**

**19/30 To approve as a correct record the minutes of the Annual Parish meeting held on 24 April and the Annual meeting 15 May 2019.**

**RESOLVED:** That the minutes of the Annual Parish meeting held on 24 April and the Annual meeting 15 May 2019 be signed as a correct record.

Draft awaiting confirmation at the next Parish Council meeting

**19/31 Chairman's Announcements :** The Chairman advised of the following

A reminder of Armed Forces Day taking place at Gang Warily on Saturday 22 June 2019, 11am-4pm, including the REME Parachute Team who are jumping around 1.30pm (weather permitting). Cllrs to please contact the office with their availability to assist on the Parish Council stand by Friday 07 June 2019.

A wreath had been laid by Cllr Alvey at Lepe on 02 June 2019 to commemorate the anniversary of D Day.

Suspension of standing orders

**19/32 PUBLIC SESSION**

The members of the public present did not wish to speak. Mark Cox from the Jolly Sailor said he would be happy to answer any questions the council may have regarding planning application 19/00334

Reinstatement of Standing Orders

**19/33 Planning:**

**a) Parish List:**

Full Planning Permission

19/10522

6 Lime Kiln Lane, Holbury, Fawley SO45 2HJ

Proposal: Single-storey rear extension

**(No 3) We recommend permission**

Full Planning Permission

19/10593

4 Studley Avenue, Holbury, Southampton SO45 2PP

Proposal: Rear conservatory

Full Planning Permission

**(No 3) We recommend permission**

19/10549

Kingdom Hall of Jehovahs Witnesses, 17 Holbury Drove, Holbury, Fawley SO45 2NE

Proposal: Single-storey building for use as place of worship; air conditioning units to rear elevation; demolition of existing

**(No 3) We recommend permission**

Full Planning Permission

19/10305

Green Oak, 5 Norman Road, Blackfield, Fawley SO45 1YF

Proposal: Roof alterations in association with new first floor including raised ridge height, dormers & roof lights; two-storey rear extension; detached garage

Draft awaiting confirmation at the next Parish Council meeting

**(No 2)** We recommend refusal as we consider this to be over extension and over development but would accept the decision reached by the District Council's Officers under their delegated powers.

Variation/Removal of Condition

Sure Start Centre, Heather Road, Fawley SO45 1DZ

Proposal: Removal of condition 3 of Planning Permission 03/77841 to allow unlimited use

**(No 3)** We recommend permission on the condition this application meets the requirements of the Health and Safety Executive.

Full Planning Permission

19/10637

Rozel, 23 New Road, Blackfield, Fawley SO45 1WA

Proposal: Rear conservatory

**(No 3)** We recommend permission

INFORMATION ONLY

Lawful Development Certificate proposed

19/10540

6 Saxon Road, Blackfield, Fawley SO45 1WY

Proposal: Use of garage as ancillary living (Lawful Development Certificate that permission is not required for proposal)

**Noted**

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

19/00334

Jolly Sailor, Ashlett Road, Ashlett Creek, Fawley, Southampton SO45 1DT

Proposal: Single storey extension

Cllr Hall commented this was at the rear of the pub so would not be overlooked and would enhance the safety as there would be a back door.

**(No 3)** We recommend permission

19/00343

Land adjacent to The Belvedere, Stonehills, Fawley, Southampton SO45 1DU

Proposal: Application for a Certificate of Lawful Development for existing use of land as garden

**Noted and supported**

18/00976

Windwards, Elmfield Lane, Calshot, Southampton SO45 1BJ

Proposal: Replacement dwelling and outbuilding (Demolition of Existing) (AMENDED PLANS)

There had been 3 objections by neighbours. It was noted the council's original comment had been approval. A vote took place and the majority were in favour.

**(No 3)** We recommend permission

Draft awaiting confirmation at the next Parish Council meeting

19/00369

Langley Orchard, Lepe Road, Langley, Southampton SO45 1XR

Single storey rear extension; raised patio

**(No 3)** We recommend permission

**19/34 To receive an update from County Councillor:** Cllr McEvoy was unable to attend the meeting but had provided the following report

#### CHANGES AT THE TOP

Former RAF pilot and MP, Councillor Keith Mans has been elected as the new County Council Leader following the announcement by former Leader, Councillor Roy Perry, that he was stepping down from the role after six years. Councillor Charles Choudhary has been elected as Chairman (the Civic Head of Hampshire County Council).

#### CLIMATE CHANGE

A Cabinet meeting dedicated to considering how Hampshire County Council can reduce its carbon emissions to zero will be arranged over the coming weeks. This will be an opportunity to consider carbon reduction targets across Hampshire from schools, farms, traffic and transport through to waste and recycling.

#### USE OF LARGE COMMERCIAL VEHICLES OR TRAILERS AT HWRCs

From 01 June, Hampshire residents can use a van, pick-up or trailer longer than 1.8m to transport their own household waste for disposal with a permit while restricting use of the sites for commercial purposes. The permit will cost £15 and will be valid for 12 months or 12 visits and provides access for vans and larger vehicles at any of the 24 HWRCs across Hampshire. Separate arrangements are in place at Hampshire's HWRCs for traders and businesses to dispose of commercial waste on a chargeable basis, depending on the scale and type of waste. All HWRCs have an accessible parking bay for blue badge holders. Blue badge holders will also now require a permit if they wish to use a larger commercial-type vehicle for their household waste.

Residents wishing to apply for a permit can do so

at: [www.hants.gov.uk/wasteandrecycling/recyclingcentres/wastepermits](http://www.hants.gov.uk/wasteandrecycling/recyclingcentres/wastepermits)

Information on commercial waste charges for businesses is available at:

[www.hants.gov.uk/wasteandrecycling/commercialwaste](http://www.hants.gov.uk/wasteandrecycling/commercialwaste)

#### ELECTRIC VEHICLE-CHARGING FRAMEWORK

HCC has adopted an electric vehicle-charging framework for the public sector to help facilitate new charging points across the county. The County Council is also exploring options for those properties without off road parking that require kerbside vehicle charging.

Draft awaiting confirmation at the next Parish Council meeting

## D-DAY CELEBRATIONS

The focus of the D-Day celebrations this week has centred on the south coast. There are some interesting articles on the HCC website on the D-Day links with Hampshire County Council's recently refurbished Lepe and Royal Victoria Country Parks. [www.hants.gov.uk/news/29maylepefestival](http://www.hants.gov.uk/news/29maylepefestival)

I attended a very moving service at the "Lepe into History Festival" at Lepe Country Park on 2nd June 2019 where I laid a wreath on behalf of Hampshire County Council.

## FINALLY

The HCC County Councillor Grant fund opened on 01 June for new applications up to £1,000. Funding can be allocated to local projects, initiatives or organisations from across my South Waterside Division. Further details can be found at <https://www.hants.gov.uk/community/grants/grants-list/county-councillor>

### **19/35 To receive updates from District Councillors.**

Cllr Glass reported Hampshire have agreed to a new flag.

New Forest District Council has approved the demolition of the chimney and power station at Fawley over a period of 24 months.

Congratulations were given to Cllr Glass on being elected as the Chairman of New Forest District Council.

**19/36 To receive an update report from the Youth Worker:** Members noted the following report:

### **Drop In and Education Outreach**

Friday lunch drop in sessions at N.F.A. continue to go well. I have at the request of the Assistant Head, met with a student and continue to do specific 1-1 work.

Friday 26 April I spent the day at Brockenhurst College. I delivered sessions to their 16-18 year olds which included drugs/alcohol misuse, consent, and sexual health. It was an amazing day with positive feedback from students and staff. Most of the young people were from the Waterside area.

### **Youth Club**

Youth Club attendance has started to increase, 30-40 Y.P. each week. I have engaged with some of our 'hard to reach young people' during club times. Many have tried to gain access to the skate park when it is off limits during club. This has served as a great opportunity to build relationships. I have persuaded several to sign into club, and enjoy the benefits. The post 16+ groups have engaged in several positive conversations, and have been no problem to move them on. Most go back across the road to the other skate park. I feel they would benefit from detached youth work intervention whilst I have a very good rapport with them.

Draft awaiting confirmation at the next Parish Council meeting

### **Holiday Club**

Easter Holiday Club: Monday 8 April (37) Thursday 11 April (50) Monday 15 April (25)  
Thursday 18 April (32)

Every young person received a FREE dinner, fresh fruit and drinks. It was brilliant to make use of our cooker and fridge freezer bought with grant monies from the Dibden Allotment Fund. This enabled us to plan, buy, and cook all our healthy meals.

Activities for this Easter Holiday club included the children sowing seeds in pots; one for our mini allotment and one to take home and plant. Rachel from Patrick's Patch at Beaulieu came with her team and brought home grown salad for the children to taste. They were very impressed with our Youth & Community Garden.

Each session had numerous craft projects, the garden project, and on Thursdays Pauline Bradbury from 'Crankpots' taught ceramics. We offered an action packed 2 weeks; 4 sessions in total.

### **Joint Work**

Fawley Youth & Community Garden is now up and running. Amazing work completed by Jason and his team of ground staff. I'm so grateful for their efforts and support with this project! They have created a wonderful little plot, way beyond my expectations. Louise Butler has been instrumental with planting and bringing on all our seedlings that were planted by the children at Easter Holiday Club.

Donations and support were received from Roffey Brothers (New Milton Sand & Ballast) P. C. Builders, Holbury Hardware. Big Co-Op Holbury, including its customers, and Rachel from Patrick's Patch. Fawley Men's shed for our lovely picket fence. Pictures of our allotment were shared on my works Facebook. We have received many kind comments about the garden and its transformation from unkempt shrubs to first planting. This time next year with more time and planning we hope to have a thriving little allotment. Produce from it will be used at the Summer Holiday Club. Any surplus could be donated to the Waterside Foodbank.

I would personally like to thank Steve, Sue, Jason, Simon and the whole team at F.P.C. It has been a great team effort!!

### **19/37 Updates from Representatives and Nominees on Local Bodies:**

**Please note the Clerk asks that if members are unable to attend meetings of the Local Bodies that apologies are sent.**

- a) **New Forest Consultative Panel** (Cllr Carcas) – Awaiting information
- b) **New Forest Environmental Liaison Committee** (Cllrs Poole & Thorne) Awaiting information

Draft awaiting confirmation at the next Parish Council meeting

- c) **Waterside Heritage:** (Cllr C Reece) Meeting 19/06/2019
- d) **Police Liaison** (Cllr Glass & Cllr Coyston) (see attached Appendix A)
- e) **Age Concern NFE:** The Clerk advised that previously Parish Council representatives had been trustees of Age Concern but Cllr D McElhenny could not commit to this due to time constraints. The Clerk will go back to Age Concern NFE to see if this is an issue.
- f) **Dibden Allotment Fund** (Cllr A Alvey) Cllr Alvey had attended the Open Day lunch with the trustees of Dibden Allotments.  
It was noted that New Forest Association of Local Councils (Cllr A Sanders & the Clerk) had been omitted from the agenda.

**19/38 To receive and note the Internal Audit Report 2018-19 (Final)**

**RESOLVED:** To accept the Internal Audit Report 2018-19 (Final) (see attached Appendix B).

The Clerk indicated the report contained 7 recommendations. Only recommendation 1 was outstanding.

Post meeting NOTE: Recommendations 2-7 had been previously presented in the interim audit report (numbered 1-6) and the responses accepted by Council on 03 April 2019.

**R1 – Requires a response.** Cllr Alvey noted that there was no recommendation to change the title of ‘Clerk’ to ‘Chief Executive Officer’ and therefore there would not be a vote. If the Clerk wished to pursue the matter then there should be an Agenda item with a recommendation at the next full Council meeting.

**19/39 To receive and approve the Annual Governance and Accountability Return (AGAR) 2018/19 Part 3, to note that Council must approve Section 1 , the Annual Governance Statement before approving Section 2, the Accounting Statements**

**RESOLVED:** To accept and approve the Annual Governance & Accountability Return 2018/19 Part 3, Section 1, Annual Governance Statement 2018/19 - Cllr Alvey signed as Chairman of the Council, Mr S Postlethwaite as Clerk/RFO to the Council.

The Clerk explained that assertion 4 on Section 1 of the GAR return was ‘NO’ as this was a requirement from last year’s audit comments as the council had advertised the notice of public rights before the AGAR return had been formally approved by council.

**RESOLVED:** To accept and approve the Annual Governance & Accountability Return 2018/19 Part 3, Section 2, Accounting Statements 2018/19 - Cllr Alvey signed as Chairman of the Council, (see attached Appendix C).

**19/40 To receive Fawley Parish Council Statement of Accounts for the year ended 31 March 2019.** Members noted the report from the Clerk and further noted Item 3.5 - the surplus in reserves is not as originally thought due to an identified historical accounting error by the previous RFO which has now been rectified.

**RESOLVED:** To accept the Fawley Parish Council Statement of Accounts for the year ended 31 March 2019 - Cllr Alvey signed as Chairman of the Council, Mr S Postlethwaite as Clerk/RFO to the Council (see attached Appendix D).

Draft awaiting confirmation at the next Parish Council meeting

**RESOLVED:** To accept the amount held on General Reserves is set at 3 months operating costs.

**19/41 Investment Strategy 19-20** (see appendix E).

Members noted there are currently no surplus funds to invest. It was queried whether the Council should invest in property fund in light of the recent news as the money could be 'locked in'. It is something the council need to be aware of.

**RESOLVED:** To accept the Investment Strategy for 19-20 as presented (see attached Appendix E).

**19/42 To consider whether to go out for tender for Internal Audit Service**

**RESOLVED:** The Clerk to obtain 3 quotes for Internal Audit Service provision at the beginning of 2020.

**19/43 Ear Marked Reserves – Building Maintenance**

Cllr Glass queried whether the General Activity Room will still be a community room, as the building received a reduced business rate for having a designated community room. If classed as a fitness suite this could change the rateable value. The Clerk will look into this further.

Cllr Read queried if this would impact on the party bookings at the centre but the Clerk advised they could be accommodated in the main hall.

**RESOLVED:**

**Recommendation 1 Approved:** To note the scoping of a new split level mezzanine gym in the sports hall at Gang Warily is not currently an option that should be pursued at this point in time.

**Recommendation 2 – Approved:** That £9,000 can be spent from the £15,000 Ear Marked Reserves (EMR) – Building Maintenance (Gang Warily Gym Mezzanine Alterations) for alterations to the current General Activity (GA) room to become a new fitness zone.

**Recommendation 3 – Approved:** That the remaining £6,000 from the £15,000 EMR is returned to general reserves.

**19/44 To note Graphic User Interface showing summary of the Council's Income and Expenditure will be presented after month three of the financial year, when sufficient data is available for information and comparison purposes.** Noted.

**19/45 To note new agreement for photocopier services**

As the new contract had already been signed this was retrospectively approved – Apogee Corporation, 5 year contract, Lease rental per quarter £492.68.

Cllr Read asked if agendas and minutes could be double sided printing as this would reduce paper use. The Clerk explained this was an oversight and normally they are all double sided.



Draft awaiting confirmation at the next Parish Council meeting

#### **19/46 Proposed Pension Changes for Town and Parish Councils Consultation**

Cllr McElhenny considered the document was difficult to understand. The letter prepared by the Clerk was discussed in particular where it appeared to be unfair as no size for Parish Councils had been specified.

**RESOLVED:** The letter provided by the Clerk for approval should be sent to HCC as the council's formal response to the Proposed Pension Changes for Town and Parish Councils consultation.

#### **19/47 Meeting Resolution Update:**

**19/16 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. **Donation made.** One bench location agreed at Calshot as per suggestion from Cllr Milgate.

Noted.

#### **19/48 Councillors News and Comments.**

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

Cllr Milgate said he had received lots of objections from residents re the planned power station development at Calshot but it was suggested he informed residents to forward them to the relevant planning authorities.

Cllr Reece said she had received lots of reports of lorries travelling without covers on and distributing grit etc. on the road. She has advised the complainants that times, dates and if possible company names be recorded and reported to the companies.

Cllr Read gave a reminder of Fawley Dog Show to be held on Sunday 04 August 2019 from 10:00 am to 4:00 pm.

#### **19/49 Correspondence:**

##### **a) For response:**

- i) **HCC: Traffic Order Proposal - Prohibition of Waiting in Lime Kiln Lane, Hardley**  
Any comments to go back to the Clerk by 13 June 2019 as response date closed on 14 June 2019
- ii) **HCC: The Hampshire (New Forest District No 65) (Parish of Fawley) Definitive Map Modification Order 2019** Noted

##### **b) For information:**

- i) Information Commissioner's Office: Paying the data protection fee  
Members noted the information provided and asked the Clerk to confirm with the ICO that as Cllrs they didn't need to register as individuals.

**19/50 Date of next meeting:** 04 September 2019

**19/51 Exclusion of public and press;**

Draft awaiting confirmation at the next Parish Council meeting

**RESOLVED:** That, considering the confidential nature of the business to be transacted, the public, including the press, be excluded from the remainder of the meeting.

**19/52 To receive proposals on possible development on land belonging to Fawley Parish Council**

A short presentation by Kilo Properties followed relating to development of land to the side of the Scout & Guides HQ building at Gang Warily and the front of Fawley Road (B3053) to build a food store.

Discussion took place. Members considered that any proposed plans should be viewed by the Council prior to be submitted to NFDC planning.

Legal advice received from the council's solicitors was noted - providing the council sold the asset at 'full value' the council can dispose of the land without going to tender.

A vote was taken - 2 votes against and 10 in favour.

**RESOLUTION:** To accept a proposal to develop land to the side of the Scout & Guides HQ building at Gang Warily and the front of Fawley Road (B3053) belonging to Fawley Parish Council providing the council obtains 'full value' for the sale of the land. The Clerk is to proceed with negotiations with the Developer with any resultant contract brought back to council for approval on 4 September 2019. The Clerk will speak to the Scouts/Girl Guides as this will affect them.

There being no further business the meeting closed at 8.59 pm

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Chairman