

## **FAWLEY PARISH COUNCIL**

To All Councillors: A Alvey (Chairman), B Thorne (Vice-Chairman), A Carcas, B Coyston, A Glass, B Hall, T Matthews, D McElhenny, S Milgate, D Poole, J Poole, S Read, C Reece, A Sanders, K Smith.

You are hereby summoned to attend a virtual meeting of Fawley Parish Council on Wednesday, 22 July 2020 at 7pm using the Zoom video conferencing solution.

This meeting will be held in accordance with s78 of the Coronavirus Act 2020, The Local Authorities and Police & Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) which came into force on 04 April 2020.

The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specific period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

The press and public are welcome to join the meeting and should contact the Clerk to the Council for details on how to connect to the meeting.

All attendees should try to join the meeting at least 5 minutes prior to the start of the meeting to allow for any connection problems.

### ***SUMMONS***

*S Postlethwaite*  
Clerk to the Council  
13 July 2020

### **AGENDA**

**20/01 To agree under temporary legislation the continued appointment of the current members of Fawley Parish Council as resolved at the Annual Meeting held on 15 May 2019 until the Annual meeting due to be held in May 2021 and to agree that meeting dates agreed at the Parish Council meeting 11 March 2020 may be altered.**

Temporary legislation makes it clear that (until 7 May 2021), parish councils meetings may be held at such hour and on such days as they may determine without requirement for further notice. Similarly, parish councils can alter the frequency, move or cancel such meetings without requirement for further notice. The initial obligation to provide three clear days’ notice of parish councils meetings will however continue. Where an appointment would be made or is required to be made at an annual meeting of a parish council, such appointment continues until the next annual meeting of the parish council or until such time as that council may determine.

## **20/02 Apologies for Absence.**

Councillors are reminded of their obligation to declare any declarations of either pecuniary or personal interest in any Agenda items.

Any member declaring a pecuniary interest should be requested to leave the virtual meeting (will be placed in the waiting room) by the Clerk prior to the item(s) in which the Member has declared an Interest being discussed, then invited to return to the virtual meeting after any corresponding resolution has been made. These actions to be recorded in the Council's minutes.

## **20/03 Declarations of Interest.**

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

## **20/04 To approve as a correct record the minutes of the meeting held on 11 March 2020.**

## **20/05 Chairman's Announcements.**

Suspension of standing orders

**20/06 PUBLIC SESSION** Members of the public are invited to make representations to Fawley Parish Council on any matters relating to the work of the Council. Public Bodies (Admission to Meetings) Act 1960. The Council asks that the public submit questions and/or a statement to the Clerk of the Council via email to [clerk@fawley-pc.gov.uk](mailto:clerk@fawley-pc.gov.uk) by 5pm on Monday 20 July 2020.

Following the receipt of a question/statement they will be sent instructions on how to join the Zoom meeting so they can ask the question/read the statement in person, if they so wish. Alternatively, the Chairman will read out the questions/statement on their behalf; any item sent should not exceed three minutes.

Questions will be answered in the order that they are received and the overall period of time designated for responses will be 15 minutes.

Members of the public are reminded that they may take part in the meeting only during public session.

Reinstatement of Standing Orders

**20/07 Planning:** To note any planning comments previously required during the lock down period have been submitted under the delegated authority of the Clerk following consultation with Councillors.

### **a) New Forest District Council**

Full Planning Permission

20/10596

Derwyn, Thornbury Avenue, Blackfield, Fawley SO45 1YQ

Proposal: Two storey rear extension to improve family living space

Recommendation by the Clerk: No 3 We recommend approval

**b) New Forest National Park Authority**

20/00363

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

Proposal: Single storey side extension and raised patio

Recommendation by the Clerk: No 3 We recommend approval

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

TPO/20/0297

17 Hartsgrove Avenue, Blackfield, Southampton SO45 1WG

Proposed works:

W1 Remove dangerous and decaying branches and deadwood

Recommendation by the Clerk: Support subject to the advice of the District Council's

Arboriculturist

TPO/20/0300

17 Hartsgrove Avenue, Blackfield, Southampton SO45 1WG

Proposed works:

Oak x1: Crown reduce by up to 5m

Beech x 1: Crown lift to 3m

Yew x 1: Crown lift to 3m

Reason for works: Good management and to permit use of garden

Recommendation by the Clerk: Support subject to the advice of the District Council's

Arboriculturist

**20/08 To receive updates from District Councillors & County Councillor ([see attached x 3](#))**

**20/09 To receive an update report from the Youth Worker ([see attached](#)).**

**20/10 Please note: Updates (if any) from Representatives and Nominees on Local Bodies will be presented to the next meeting of the parish council.**

**20/11 Minutes of Committees:** No meetings held due to government restrictions

**20/12 Monthly Schedule of Accounts including interest received from CCLA and up to date bank reconciliation for February, March, April, May and June 2020 ([see attached](#)) and to confirm delegated authority as per standing orders to Clerk during lock down.**

Since lockdown the Clerk has made financial payment under Financial Regs 5.5 The Clerk/Deputy Clerk shall have delegated authority to authorise the payment of items only in the following circumstances:

- b) An expenditure item authorised under 5.6 below (continuing contracts and obligations) provided that a list of such payments shall be submitted to the next appropriate meeting of Council; or
- c) Fund transfers within the Council's banking arrangements for the wages imprest up to the sum of £85,000

And 6.2 Following authorisation under Financial Regulation 5 above, the council, a duly delegated committee or, if so delegated, the Clerk/Deputy Clerk shall give instruction that a payment shall be made.

- 20/13** To note Graphic User Interface Summary for the Income & Expenditure of the Council ([see attached](#)).
- 20/14** To receive and note the Internal Audit Report 2019-20 (Final) ([see attached](#))
- 20/15** To receive and approve the Annual Governance and Accountability Return 19/20 Part 3, to note that Council must approve Section 1, the Annual Governance Statement before approving Section 2, the accounting Statements ([see attached](#))
- 20/16** To receive Fawley Parish Council Statement of Accounts for the year ended 31 March 2020 ([see attached](#)) following which the Chairman of the Council to sign.
- 20/17** To receive the Annual Risk Assessment 2020/2021 ([see attached](#)) following which the Chairman of the Council to sign.
- 20/18** To agree annual review of Fawley Parish Council Investment Strategy 20-2021 ([see attached](#)).
- 20/19** To consider adoption of revised Standing Orders & Financial Regulations ([see attached](#))
- 20/20** Use of Community infrastructure Levy (CiL) monies ([see attached](#))
- 20/21** To consider new Grant Application Policy ([see attached](#)).
- 20/22** Electoral Review of New Forest District Council: to note draft recommendations regarding district boundaries; recommendations made by FPC have, in the main, been included in the proposals out for consultation. Cllrs can comment individually if they wish to do so ([see attached](#)).
- 20/23** To approve the opening of Gang Warily play area ONLY in line with the risk assessment and to approve the opening of parish facilities in line with government guidance ([see attached](#)).
- 20/24** To consider granting Fawley Rugby Football Club a 50 year lease for the land at Newlands Park for their new clubhouse - potential funders of the clubhouse (i.e. RFU England) would be looking at ensuring the community would benefit from long term access to the building so they would be confident in getting a good return on the funding. The Clerk has asked the question regarding this amount of time with the solicitors for the Council, and they have indicated that granting a lease for this length of time is acceptable if approved by Council.
- 20/25** Meeting Resolution Update: None
- 20/26** Councillor's News and Comments.

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

**20/27 Correspondence:**

- a) For information:
  - i) **NFDC: Letter from Leader of the Council and Finance, Investment and Corporate Services Portfolio Holder entitled Support as a result of Covid 19** ([see attached](#))

**20/28 Date of next meeting:** Proposal – 09 September 2020

**Exclusion of public and press:** At the conclusion of this part of the agenda, the Chairman will move the following resolution: That, considering the confidential nature of the business to be transacted, the public, including the press, be excluded from the remainder of the meeting.

**20/29 To consider charge for access across land owned by Fawley Parish Council on Rolleston Road to rear of land at 7 Cherryton Gardens** (see attached).