

## **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, 25 November 2020 at 7pm using the Zoom video conferencing solution. This Parish Council meeting replaces the scheduled Policy, Resources & Personnel Committee meeting.

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  
18 November 2020

### **AGENDA**

#### **20/90 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.

#### **20/91 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

**20/92 To approve as a correct record the minutes of the virtual Parish Council meeting held on 14 October 2020 and the virtual Extraordinary Parish Council meeting held on 29 October 2020.**

**20/93 Chairman's Announcements.**

Suspension of standing orders

**20/94 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 23 November 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 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

**20/95 To note recent site visit and review of the Dog Walking Project for the Old Golf Course at Gang Warily and as agreed with Claire Upton-Brown, NFDC Chief Planning Officer a presentation will be made to the next Parish Council meeting due to be held 16 December 2020.**

**20/96 Planning:** To note any planning comments that have been submitted under the delegated authority of the Clerk following consultation with Councillors ([see list attached](#)).

**a) Parish List**

Full Planning Permission

20/11132

Hillcrest, Fawley Road, Fawley SO45 2NB

Proposal: Conversion of existing 6 bed property into 1no two bed flat and 2no one bed flats all with associated parking; new dwellings for renting back to the local authority or other social housing group

Lawful Development Certificate proposed TO NOTE

20/11077

Sunningdale, Lea Road, Langley, Fawley SO45 1YW

Proposal: Cut out opening and install a new window on the original/existing property wall to bring natural light into a dark hallway/stairs area (Lawful Development Certificate that permission is not required for proposal)

**20/97 To receive updates from District Councillors & County Councillor**

**20/98 To receive an update report from the Youth Worker ([see attached](#)).**

**20/99 Updates from Representatives and Nominees on Local Bodies**

- a) **New Forest Consultative Panel** (Cllr A Carcus)
- b) **New Forest Environmental Liaison Committee** (Cllrs J Poole & B Thorne)
- c) **Waterside Heritage:** (Cllr C Reece)
- d) **Police Liaison** (Cllr A Glass & Cllr B Coyston) ([see attached](#))
- e) **Age Concern NFE:** (Cllr D Poole)
- f) **Dibden Allotment Fund** (Cllr A Alvey)
- g) **New Forest Association of Local Councils** (Cllr D McElhenny and Clerk/RFO)

**20/100 a) Monthly Schedule of Accounts for October 2020 including up to date bank reconciliation ([see attached](#)).**

**20/100 b) To review delegated authority of the Clerk relating to Financial Regulation 4.11**

In circumstances where normal council business cannot be conducted (i.e. COVID-19 lockdown) the Clerk shall have delegated authority to make decisions on behalf of the Council where such decisions cannot reasonably be deferred, and must be made in order to comply with a commercial or statutory deadline. Any decisions made under this delegation will be done in consultation with the Chairman of the Council, recorded in writing and will be published in accordance with the relevant regulations. This delegated authority will be reviewed at every meeting of the council whilst it is in place.

**20/101 To note Graphic User Interface Summary for the Operating Costs of the Council ([see attached](#) - due to irregular income and expenditure during Covid for the present time operating costs are presented as a more accurate reflection on the Council's current financial position).**

**20/102 To note resignation of Cllr A Sanders, Blackfield and Langley Ward and if appropriate, to agree a member to replace him on the Policy, Resources & Personnel Committee until the next Annual meeting of the Council due to be held 12 May 2021.**

**20/103 Jubilee Hall roof repairs - Request to move £6000 from Ear Marked Reserve 336 Jubilee Hall roof repair to budget code 4610 Jubilee Hall roof repair to cover the shortfall in the cost to remove asbestos from the JH roof and the replacement facias. Total cost £9917.87.**

**20/104 To receive and note the Internal Audit (First Interim) Report update and to approve responses to the recommendations of the Internal Auditor ([see attached](#))**

**20/105 To receive the Notice of Conclusion of Audit Annual Return for the year ended 31 March 2020, the External Audit Report Part 3 and Certificate 19-20 and to note there are no recommendations requiring action in Section 3 ([see attached](#)).**

**20/106 To receive a report on the Community Infrastructure Levy - monies received ([see attached](#))**

**20/107 Asset Disposal – To note disposal of Lloyds Leda Gang Mower ([see attached](#))**

**20/108 To consider supporting Armed Forces Day in 2021** subject to the Council receiving grant funding and sponsorship but if grant applications/sponsorship is unsuccessful then the Council will fund a shortfall of up to £3000; this to be met from reserves.

**20/109 Meeting Resolution Update:**

20/74 Renda Road – The Clerk has contacted the Chief Planning Officer of NFDC and awaits a response.

20/83 Stress policy – associated costs requested ([see attached](#))

**20/110 Councillor’s News and Comments. Cllrs are reminded that this agenda item involves no more than an exchange of information.**

**20/111 Correspondence:**

**a) For information:**

**i) The Planning Inspectorate:** Appeal dismissed. Nutmeg Cottage, Mopley, Blackfield, Southampton SO45 1YJ, Planning application 20/10474 Proposal, detached oak framed garage/carport.

**ii) NFDC:** The car park at Gang Warily will once again be a Christmas tree recycling point; dates to be confirmed.

**iii) New Forest Disability:** Advice that the charity has been supported financially this year by a Government grant and has also benefitted from a legacy therefore is not seeking any grant aid from FPC for 2020/21.

**b) Available from the Office:**

**i) Forest Lodge (Hythe Quarry) Liaison Panel Minutes of virtual meeting 01 October 2020**

**20/112 Date of next meeting:** Full Council 16 December 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.

**20/113 Blackfield and Langley Bar Licence – to note this is currently under review having expired April 2020 (delay due to Covid).**

**20/114 Fawley Rugby Football Club Pitch Lease (see attached).**

**20/115 Lease between Fawley Parish Council and Gang Warily Scouts and Guides (see attached).**

**20/116 Staffing Matters:**

- a) Verbal update from the Clerk regarding employee**
- b) To note resignation of member of the Grounds Team**
- c) To agree panel members to undertake the annual appraisal of The Clerk/RFO**
- d) Sickness Absence and Leavers Report (see attached)**
- e) Finance & Transparency Officer Role (see attached)**