

FAWLEY PARISH COUNCIL

Minutes of the virtual Parish Council meeting of Fawley Parish Council held on Wednesday 23 December 2020 using the Zoom video conferencing solution.

Members	Present	Apologies	Absent
Cllr A Alvey Chairman	√		
Cllr B Thorne Vice-Chairman	√		
Cllr A Carcas	√		
Cllr B Coyston	√		
Cllr A Glass	√		
Cllr B Hall		√	
Cllr T Matthews			√
Cllr D McElhenny		√	
Cllr S Milgate		√	
Cllr D Poole	√		
Cllr J Poole		√	
Cllr S Read		√	
Cllr C Reece	√ from 7.07pm		
Cllr K Smith	√		

In attendance:

Steve Postlethwaite, Clerk/RFO to the Council
Sue Markides, Deputy Clerk
Jason Mansbridge, Grounds Manager
Joshua Bond, Centre & Sports Development Manager

Also present: District Councillor Mark Clark (from 7.07pm), Claire Upton – Brown, Chief Planning Officer NFDC until 7.17pm, Jill Colclough NFDC Landscape Architect until 7.17pm.

Cllr Alvey introduced himself to those present and advised of the procedures for the virtual meeting of Fawley Parish Council. A roll call of councillors in attendance was undertaken.

20/117 Apologies for Absence.

Apologies were received from Cllrs B Hall, D McElhenny, S Milgate, J Poole, and S Read for personal reasons. These were accepted. Cllr T Matthews was absent.

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.

20/118 Declarations of Interest.

a) To receive declarations of interest from councillors on items on the agenda
Cllrs Glass & Thorne declared a non-prejudicial interest in agenda item 20/123 Planning, as they are members of the New Forest District Council Planning Committee. They stated that they would consider the applications on the evidence in front of them at this point in time.

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

c) To grant any requests for dispensation as appropriate None

20/119 To approve as a correct record the minutes of the virtual Parish Council meeting held on 25 November 2020.

RESOLVED: That the minutes of the virtual Parish Council meeting held on 25 November 2020 be signed as a correct record - a printed copy will be provided by the Clerk to the Chairman for signature after the meeting.

20/120 Chairman's Announcements.

The Chairman advised of the following:

Thank you gifts have been purchased by County Cllr McEvoy in appreciation of the volunteer litter pickers around the parish.

The New Forest will move to Tier 3 from Boxing Day and other areas are now in Tier 4.

Fawley Parish Council has been given £6905 from New Forest District Council (funded through government monies to support Town and Parish Councils).

Cllr Reece and District Cllr Clark joined the meeting. Cllr Reece confirmed she had no declarations of interest or dispensation.

Suspension of standing orders

20/121 PUBLIC SESSION: There were no members of the public present

Reinstatement of Standing Orders

20/122 To receive NFDC documents relating to the proposed Green Way Dog Walking Project and Maintenance for the Old Golf Course at Gang Warily. Question-and-Answer session to follow: Jill Colclough, NFDC Landscape Architect in attendance.

To consider the recommendation of the Clerk that the proposal for the Green Way dog walking project is accepted as presented including the draft maintenance proposal from NFDC (subject to the costs being finalised and funded by NFDC) on the condition an appropriate Service Level Agreement between FPC and NFDC is produced and brought back to Council for approval

Cllr Glass thanked the Working Party and NFDC and proposed acceptance of the plan and maintenance proposal.

Draft awaiting confirmation at the next Parish Council meeting

Jill Colclough advised this was an update report and asked that Fawley Parish Council support this to move on to the next stage of the project.

Cllr Alvey considered there are two stages to the project – the actual plan which the Clerk of the Council recommends which is funded by NFDC i.e., at no cost to Fawley Parish Council and the Maintenance proposal. It was noted that within the NFDC Habitat Mitigation Strategy of 2014, there is no maintenance budget for the dog walking area included in the overall costings and that NFDC would have to work with Fawley Parish Council to progress this; the project cannot progress unless future maintenance is agreed, and the Chief Planning Officer hoped this could be addressed internally to start with.

Cllr Hall although unable to attend the meeting had advised the Chairman that he would not wish to see any ongoing costs to Fawley Parish Council.

The Clerk advised of work that could be undertaken with the Grounds Manager and the Maintenance and Works Supervisor as to whether future maintenance costs could be reduced.

RESOLVED: To accept in principle the layout of the Green Way Dog Walking project on the Old Golf Course at Gang Warily but to review and discuss further the proposals with FPC groundstaff and NFDC officers for future actual and opportunity costs of maintenance for the project. This information, as well as a Service Level Agreement drawn up by the NFDC legal team to be brought to the meeting of the Council due to be held on 10 February 2021.

Claire Upton-Brown and Jill Colclough left the meeting.

20/123 Planning: RESOLVED: To submit the following observations and note comments made under the delegated authority of the Clerk.

a) Parish List

Full Planning Permission

20/11307

14 The Close, Holbury, Fawley SO45 2PG

Proposal: Single-storey rear extension; alterations to existing roof; window alterations

(No 3) We recommend permission

Lawful Development Certificate Proposed

20/11273

White House, Lime Kiln Lane, Holbury, Fawley SO45 2HH

Proposal: To build a single storey rear extension (Lawful Development Certificate that permission is not required for proposal) Noted.

20/124 To receive updates from District Councillors & County Councillor: Cllrs present did not have any matters to report.

20/125 To receive a verbal update from the Clerk regarding recent Youth Work in the Parish.

The Clerk advised of the partnership working with the Handy Trust and the Gang Warily Scout and Guide group to provide Christmas presents to families in need on the Waterside. This project has been well received and the youth workers should be congratulated on working so well in constrained conditions. Their role will be reassessed with the changing tier conditions in the coming weeks.

20/126 Updates from Representatives and Nominees on Local Bodies

- a) **New Forest Consultative Panel:** Cllr A Carcus had been unable to join the meeting due to technical problems but advised she had cast her vote in the election for the panel chairman.
- b) **New Forest Environmental Liaison Committee** Cllrs J Poole & B Thorne No meeting
- c) **Waterside Heritage:** Cllr C Reece No meeting
- d) **Police Liaison:** Cllr A Glass & Cllr B Coyston No meeting
- e) **Age Concern NFE:** Cllr D Poole advised of an excess of volunteers for the organisation (most likely due to family members being at home when they are not normally there) and of good sales figures for the Blackfield shop.
- f) **Dibden Allotment Fund:** Cllr A Alvey
- g) **New Forest Association of Local Councils:** Cllr D McElhenny and Clerk/RFO No meeting.

Cllr Clark advised of burglaries being experienced in the Hythe area and suggested the local Police Inspector may wish to attend the meetings of Fawley Parish Council. The Clerk advised he was aware of burglaries taking place; indeed, the Council had had intruders at the yard at Gang Warily. An update report will be provided by the Police to the next meeting.

20/127 a) Monthly Schedule of Accounts for November 2020 including up to date bank Reconciliation:

RESOLVED: To accept the Monthly Schedules of Accounts including up to date bank reconciliation for November 2020 (see attached appendix A).

20/127 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.

RESOLVED: The Clerk confirmed no decisions had been made. To continue with the delegated authority of the Clerk under Financial Regulation 4.11.

20/128 To agree Council budget for 2021/22 and to submit a precept to NFDC of £632,419. Members noted the 7.8% increase shown which is required due to staff salary increments, pension payments and the effect Covid 19 has had on the income of the Council.

RESOLVED: To agree the Council's precept figure for 2021/22 as £632,419 and to submit this request to New Forest District Council.

20/129 To consider FPC response to New Forest District Council's Draft Waste & Recycling Strategy:

RESOLVED: To remove the reference to Hythe and replace with any areas on a hill and to then agree the responses to the NFDC Draft Waste & Recycling Strategy as presented (see attached Appendix B).

20/130 To re-confirm Memorandum of Understanding between Fawley Parish Council and the Warren Copse and Holbury Manor Conservation Group. The Clerk advised that the group were happy to renew the existing MOU.

RESOLVED: To re-confirm the Memorandum of Understanding between Fawley Parish Council and the Warren Copse and Holbury Manor Conservation Group (see attached Appendix C).

20/131 To note that NFDC Electoral Services have confirmed that they have not received requests from 10 electors for an election to take place following the resignation of Cllr A Sanders from the Blackfield and Langley Ward and the Council should now co-opt a member. The Co-Option process has therefore now commenced. Members noted that the closing date for applications for the vacancy was 08 January 2021 and that this would be an agenda item for the February meeting.

20/132 Internal Audit (First Interim) Report – Response to Other Matters to be brought to the Council's Attention and to note Alteration to Financial Regs has been made as per auditor recommendation, minute reference 20/104.

RESOLVED: To accept the Response to Other Matters to be brought to the Council's Attention as presented (see attached Appendix D) and to note Alteration to Financial Regs has been made as per auditor recommendation, minute reference 20/104.

20/133 Meeting Resolution Update:

20/115 Lease between FPC and Gang Warily Scouts and Guides – Instructions to proceed have been given to the Chartered Surveyors to carry out an up-to-date land valuation at a cost of £450.00.

Cllr Glass wished the meeting to note that currently the lease to the Gang Warily Scouts and Guides was provided at a peppercorn rent; it was not a commercial rent.

Cllr Alvey considered that the proposal received from the Scouts and Guides to purchase the land should be checked to ensure that the price agreed is proper; it is for the benefit of all parishioners of FPC to make sure we do this. He hoped this could progress and be brought to the Parish Council meeting due to be held in February 2021.

20/134 Councillor's News and Comments. Cllrs are reminded that this agenda item involves no more than an exchange of information.

Draft awaiting confirmation at the next Parish Council meeting

Christmas wishes were exchanged.

Cllr Carcus asked what would be happening to the rubble following the demolition of the Esso Recreation Club; it was noted this information would be included in the planning documents.

It was noted that Cllr Alvey had not provided an update on the Dibden Allotment Fund agenda item 20/126 f. Whilst he did not have a lot to report he advised that the fund had provided Tesco vouchers to those in need this Christmas through the Blackfield Foodbank, the Youth Worker, the Handy Trust and the Scouts and Guide appeal.

20/135 Correspondence:

a) For information:

i) NFDC Planning Appeals: Notification of Appeal: Planning application 20/10243 Land of Harbour Lights, 75 Long Lane, Holbury, New one bedroom two storey dwelling to land of rear of 75 Long Lane; demolition of single-storey extension and lean to Noted.

ii) HCC – To note that Blackfield Library will close to the public on Thursday 31 December 2020 and the County Council as freeholders, will prepare to sell the property in 2021. Noted.

20/136 Date of next meeting: Full Council 10 February 2021 (13 January 2021, meeting not required) Noted.

There being no further business the meeting closed at 7.40pm.

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Chairman