

FAWLEY PARISH COUNCIL

Minutes of the virtual Parish Council meeting of Fawley Parish Council held on Wednesday 10 February 2021 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 K Smith			√
Vacancy			
Vacancy			

In attendance:

Sue Markides, Deputy Clerk
Jason Mansbridge, Grounds Manager
Joshua Bond, Centre & Sports Development Manager

Also present: District Councillor Mark Clark, 4 members of the public.

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.

20/137 Apologies for Absence: Apologies were received from Cllrs B Hall and S Read for personal reasons. These were accepted. Cllrs T Matthews and K Smith were absent.

POST MEETING: Apologies were received from Cllr Smith (due to technical difficulties).

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.

20/138 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 20/143 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
None

c) To grant any requests for dispensation as appropriate None

20/139 To approve as a correct record the minutes of the virtual Parish Council meeting held on 23 December 2020.

RESOLVED: That the minutes of the virtual Parish Council meeting held on 23 December 2020 be signed as a correct record - a printed copy will be provided by the Deputy Clerk to the Chairman for signature after the meeting.

20/140 Chairman's Announcements.

The Chairman advised of the following:

Unfortunately, there has been an episode of vandalism at Holbury Manor bus stop. Two offenders having admitted to the offence of criminal damage, have been given a Community Resolution and are required to contribute £50.00 each to the cost of the damage. Should either fail to comply with the conditions of the Community Resolution then consideration will be given to an alternative outcome which may include a summons to court. So far £50 has been received with the total cost of repairs estimated at £219 (this does include using a more robust panelling than was there previously)

Following the Parish Council meeting in Handforth we have received a note from the Society of Local Council Clerks, the first paragraph of which I will read to you –

The Society of Local Council Clerks (SLCC) is aware of the recent news concerning Handforth Parish Council and the zoom meeting, the video of which has gone viral. Regrettably, this behaviour affects a proportion of the 10,000 local councils in England and Wales and is by no means insignificant. Its consequence for the clerks and officers of those councils is often profound and traumatic. It is not, however, reflective of the consistently high standard of work and debate carried out by the majority of local councils throughout England and Wales (which includes Fawley Parish Council of course).

Standing orders were suspended.

20/141 PUBLIC SESSION. The members of the public present were the candidates for co-option who did not wish to speak at this point.

Standing Orders were re-instated.

20/142 To receive written applications (Strictly Private and Confidential) for the office of Parish Councillor and to co-opt two candidates to fill a vacancy in each of the Blackfield & Langley & Holbury Wards.

Cllr Alvey advised of the following:

I would like to welcome the candidates to this meeting of Fawley Parish Council.

We have 2 vacancies and 5 candidates. Each candidate will be given 3 minutes to address the meeting. I would remind you that in the words of Shakespeare "Brevity is the soul of wit" – there is no need to take the full 3 minutes; the Deputy Clerk will be strict about the timing and will cut you off if you take too long-she will do a Jackie Weaver.

Whilst a candidate is addressing the meeting the others will be put into the waiting room. After all candidates have spoken, we will proceed to a vote with the candidates in the waiting room.

Following discussions with the Deputy Clerk I intend to adopt the following voting procedure.

I will call on each Councillor in turn to state which two candidates they support.

The Deputy Clerk will then tally the votes and announce the result. If one or two candidates receive more than 50% of the available votes, then they are duly co-opted. If there is no overall majority for one or two of the candidates the one (or ones) with the lowest number of votes will drop out, and we will have a second, and if necessary, a third round of voting.

The Deputy Clerk will then readmit the candidates and announce the results.

The vote will not be a recorded vote and individual Councillors votes will not be recorded in the minutes.

If approved by this meeting two candidates will be co-opted onto the Parish Council.

Following co-option, and in discussions with the Clerk or Deputy Clerk, they will decide which ward they wish to represent.

The candidates are welcome to stay for the remainder of the meeting but will not be allowed to participate as they will not have signed the necessary acceptance form and other documentation.

Candidates B, C & D were placed in the waiting room whilst Candidate A addressed the meeting. Candidate E was not present however the information on the application form was used.

POST MEETING Apologies had been received from Candidate E.

Candidate A was placed in the waiting room with candidates C & D whilst Candidate B addressed the meeting.

Candidate B was placed in the waiting room with candidate A & D whilst candidate C addressed the meeting.

Candidate C was placed in the waiting room with candidates A & B whilst Candidate D addressed the meeting.

Candidate D returned to the waiting room whilst voting took place.

Round one – an absolute majority for candidate C. Candidate A = 2 votes, Candidate B = 2 votes, Candidate C = 8 votes, Candidate D = 4 votes, Candidate E = 2 votes.

RESOLVED: To co-opt Charles McGill MBE as a councillor for Fawley Parish, ward to be decided.

A second round of voting was required.

Round two – absolute majority for candidate D.

Candidate A = 2 votes, Candidate B = 0 votes, Candidate D = 7 votes, Candidate E = 0 votes.

RESOLVED: To co-opt Paul Saunders as a councillor for Fawley Parish, ward to be decided.

Draft awaiting confirmation at the next Parish Council meeting

The candidates returned to the meeting where Cllr Alvey thanked them for their applications and announced the result.

Candidates A & B left the meeting.

Charles McGill MBE and Paul Saunders remained in the meeting but did not take part. The Deputy Clerk to arrange a suitable date and time for the relevant paperwork to be completed.

The Chairman advised that following an enquiry as to the recent content of the NFDC planning officer briefing notes the following had been received from the Chief Planning Officer of NFDC:

The main purpose of comments from the Parish is to enable you to share information and knowledge about a site or the surrounding area highlighting matters that may not be obvious to the case officers who will not have the same level of local knowledge as you and your councillors.

Officers will be using the revised briefing notes from mid-January I intend to review the position in mid-April. Hopefully, this revised position will achieve a mid-point for everyone.

Councillor Alvey requested that the agenda for the meeting due to be held 10 March 2021 gives an opportunity for councillors to comment on how they feel about the officer briefing notes following which the comments can be notified to the Chief Planning Officer.

20/143 Planning: To consider applications and to note any planning comments that have been submitted under the delegated authority of the Clerk following consultation with Councillors.

RESOLVED: To submit the following observations and to note planning comments that have been submitted under the delegated authority of the Clerk following consultation with Councillors

Parish List:

Full Planning Permission

20/11428

65 Lime Kiln Lane, Holbury, Fawley SO45 2HJ

Proposal: Proposed extension over garage; two storey and single storey side extensions

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

Full Planning Permission

21/10017

19 Westbourne Avenue, Holbury, Fawley SO45 2NJ

Proposal: Single-storey rear extension

(No 3) We recommend permission

Full Planning Permission

21/10089

2 Hursley Drive, Langley, Fawley SO45 1ZU

Proposal: 4.2 x 6m summer house

Draft awaiting confirmation at the next Parish Council meeting

(No 4) We recommend refusal as the Parish Council considers the summer house to be sited too near to the neighbour and also raise concerns that the log burner chimney is too near the adjacent property.

a) New Forest National Park Authority

20/00916

Lakeside, West Common, Langley, Southampton, SO45 1XJ

Proposal: Single storey extension; alteration to existing outbuilding

The Parish Council would like to comment in two parts to this application:

To part one – the main building – **(No 5)** We are happy to accept the decision reached by the Officers of the New Forest National Park if the size of the extension is within the permitted measurements in regard to policy DP36, i.e., 30%

To part two – the outbuilding – **(No 4)** We recommend refusal - the Parish Council does not support the conversion of the existing derelict outbuilding into possible ancillary accommodation [or a possible dwelling place].

20/00936

Beach Hut 20, Calshot Beach West, Calshot

Proposal: Replacement roof; roof extension; 2no skylights; re-cladding; 1 no replacement door; 1 no replacement window

(No 3) We recommend permission

21/00001

Beach Hut 80, Calshot Beach East, Calshot

Proposal: Replacement beach hut, extension to hard standing

(No 3) We recommend permission

20/144 To receive updates from District Councillors & County Councillor (attached Appendices A, B & C).

The report from District Councillor Clark had been received too late for inclusion in the agenda papers but had been forwarded to all via email.

Cllr Alvey advised he had attended the presentation on A Vision for the Waterside which is available online to view or from the office. Subsequently HCC have issued an infrastructure status report, also available.

Cllr Alvey further advised that he had used part of his NFDC Councillor grant fund to purchase a bench for Fawley Village after the existing bench was destroyed by a joy rider. The original replacement attracted some criticism so he hoped that this one would be better received.

20/145 To receive a verbal update from the Deputy Clerk regarding recent Youth Work in the Parish.

The Deputy Clerk advised that the Youth Worker is currently working two hours per week supporting families via Facebook, completing admin etc. and is furloughed for her remaining contracted hours.

Draft awaiting confirmation at the next Parish Council meeting

She is working closely with the Foodbank in Blackfield and is also signposting to the Food Larder now coming weekly to the QEII Recreation Centre and to Calshot. This is proving to be successful and it was noted that residents who are unable to get to the Food Larder can nominate a person to pick up on their behalf.

The Assistant Youth Worker is currently furloughed.

20/146 Updates from Representatives and Nominees on Local Bodies

- a) **New Forest Consultative Panel:** Cllr A Carcus advised of the new chairman of the NFC Panel Andrew Gilruth who had been in contact with her.
- b) **New Forest Environmental Liaison Committee** (Cllrs J Poole & B Thorne) No report
- c) **Waterside Heritage:** (Vacancy) Please contact the office if you are interested in this vacancy.
- d) **Police Liaison** (Cllr A Glass & Cllr B Coyston) (see attached Appendix D) A meeting had not been able to be held.
- e) **Age Concern NFE:** Cllr D Poole had not been able to attend the last meeting.
- f) **Dibden Allotment Fund** Cllr A Alvey advised that regular Zoom meetings were being held and the office was staffed one day per week. Three grants had been made this month; Waterside Health Centre for a Healthy Haven Garden in Dibden, Orchard School to purchase laptops for children and to St Andrews to help fund their successful free meals scheme.
- g) **New Forest Association of Local Councils** (Cllr D McElhenny and Clerk/RFO) No meeting

20/147 a) Monthly Schedule of Accounts for December 2020 including up to date bank Reconciliation and CCLA Interest

Cllr Alvey thanked Cllr McElhenny for his assistance with approval of the online banking payments. The Deputy Clerk advised that when the banking mandate is updated with the new co-opted councillors a request for log in details to be resent to all will be made.

RESOLVED: To accept the Monthly Schedules of Accounts for December 2020 including up to date bank reconciliation and CCLA interest (see attached appendix E).

20/147 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: To continue with the delegated authority of the Clerk under Financial Regulation 4.11. To note - No use of delegated power relating to FR 4.11 since last meeting.

20/148 To note Graphic User Interface Summary for the Income & Expenditure of the Council. Noted.

20/149 Estates and Facilities Committee : To receive reports for the following:

a) Ashlett – Cllr Hall. No report

b) Play Areas – The Grounds Manager advised that the play area at Gang Warily had been closed (now reopened) due to it being waterlogged; it is hoped that the drainage will be improved as part of the Dog Walking Project on the old golf course.

c) Footpaths – The Footpath Representative has written to thank Cadland Estate for the work undertaken on Footpath 46 at Ashlett. Noted.

d) Holbury Manor & Warren Copse (see attached Appendix F) Cllr Alvey thanked Eddie Holtham and the volunteers of the Conservation Group for their hard work.

20/150 To receive a report from the Grounds Manager (see attached Appendix G).

The Grounds Manager further advised that the two new staff members who commenced in January 2021 were settling in well with lots of training ongoing. Unfortunately, another member of the team has had an accident whilst at work, which as he will be off for around 6-8 weeks is required to be reported to RIDDOR. This has been completed.

Pitches are being maintained but this will be reviewed at the end of March.

20/151 To receive a report from the Centre Manager (see attached G).

The Centre Manager further advised of additional funds received under the Government Closure Scheme for parish facilities. The Mobile Testing Unit will not be attending Gang Warily on 19,20 & 21 February 2021 after all. Dates for March are awaited.

It was noted that the March agenda will include information on whether the Armed Forces Day can go ahead; this being the deadline to make a decision.

20/152 Meeting Resolution Update:

20/115 Parish Council 25/11/2020: Up-to-date valuation of the land currently leased to the Gang Warily Scouts and Guides has been received at a cost of £450 exclusive of VAT to be met from budget code EMR 330 GW land sale. The Clerk has been in touch with the legal team of the Scouts and Guides and we await a response.

It was noted that the valuation received was of a higher value. The matter will be brought to Council in due course.

20/122 Parish Council 23/12/2020: Dog Walking Project on the Old Golf Course at Gang Warily. Initial discussions have taken place with NFDC regarding the Service Level Agreement for this project with a further meeting scheduled for 08 February 2021.

The agreement will not be ready to be presented to this meeting but will be brought to Council as soon as possible.

The meeting for 08 February 2021 had been cancelled by NFDC due to technical difficulties; a new date has been arranged for 18 February 2021.

20/153 Councillor's News and Comments. Cllrs are reminded that this agenda item involves no more than an exchange of information.

Cllr D Poole noted that political literature was being distributed in the name of Cllr Clark despite a ban on this being in place at this time.

Cllr Clark informed the meeting this was literature relating to the May Elections and was being distributed by Royal Mail.

Cllr Glass advised he had attended a planning meeting of NFDC that morning.

Draft awaiting confirmation at the next Parish Council meeting

Cllr Milgate thanked NFDC for the introduction of the Food Larder to the area. He asked whether leaflets were available to distribute in his ward; the Deputy Clerk to contact NFDC and enquire regarding this.

Cllr McElhenny asked what the parish council will be doing regarding the forth coming Census. It was noted that this could be advertised on the council's website and noticeboards.

20/154 Correspondence:

a) For response:

i) NFDC News Release: Comments invited on NFDC'S local planning guidance. As the closing date for the consultation is 21 February 2021 members to comment individually.

b) For information:

i) NFDC/Fareshare: Food Larder Project. Noted.

ii) ONS Census 2021. Noted.

iii) NFNPA: Notification of Appeal lodged with the NFNPA Planning application 19/00953, Land at the former Flying Boat Inn site, Calshot Road, Calshot SO45 1BP. Outline application for 7no dwellings; access and layout to be considered. Noted.

At this point in the meeting, it was noted that a "Request to Speak" had been missed. Cllr Clark advised of a meeting in Hardley with the PCSOs where he had been asked to find out if consideration could be given to siting the CCTV at Gang Warily towards the play area due to concerns over youngsters grouping there. The PCSOs were unsure on how to start this process.

The Centre Manager advised that a camera did point in the direction of the play area; the system had been upgraded in the last 2 years and is of a good quality. It was further noted that CCTV footage has been provided on various occasions to assist Police. Cllr Clark advised he would pass this information back to the Police.

Cllr Glass considered this matter could be presented to the next meeting of the Police Liaison Committee.

iv) Woodland Trust: Notification that application for Community Tree pack has been successful with delivery of the trees expected in April. The Grounds Manager advised that 105 trees will be delivered for planting on the new dog walking area in mid-April and he hoped that a planting day with community groups could be organised.

v) Local Government Boundary Commission for England - Advice of final recommendations for future electoral arrangements for NFDC. A draft order – the legal document which brings into force the recommendations will now be laid before Parliament and will provide for new electoral arrangements for NFDC to be implemented at the local elections in 2023. Noted.

c) Available from the Office: NFDC Cabinet Forward Plan for 12-month period commencing 01 February 2021. Noted.

20/155 Date of next meeting: Full Council 10 March 2021

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.

20/156 Staffing matters:

- a) Training report: Members noted the training being undertaken by the Finance Manager – Chartered Institute of Public Finance & Accountancy qualification.

The Chairman further advised that the Clerk remains on sick leave (not COVID-19 related) until 22 February 2021. A card and gift from all at Fawley Parish Council has been organised. He thanked the Deputy Clerk on behalf of the councillors and personally for her support at this time.

The Deputy Clerk wished to thank the Grounds Manager and his team, the Maintenance and Works Supervisor, the Centre Manager and the Finance Manager for their help in keeping everything continuing as normal (as much as we can now) as she could not do it without them.

It was further noted that a staff member will be undertaking jury service week commencing 29 March 2021.

There being no further business the meeting closed at 8.20pm.

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Chairman