

## FAWLEY PARISH COUNCIL

Minutes of the virtual Parish Council meeting of Fawley Parish Council held on Wednesday 14 April 2021 at 7pm 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	√	From 7.04pm	
Cllr A Glass	√	From 7.04pm	
Cllr B Hall		√	
Cllr T Matthews			√
Cllr D McElhenny	√		
Cllr C McGill	√		
Cllr S Milgate		√	
Cllr D Poole			√
Cllr J Poole			√
Cllr S Read			√
Cllr P Saunders	√		
Cllr K Smith	√		

**In attendance:**

Sue Markides, Deputy Clerk

**Also present:** District Councillor Mark Clark

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.

**20/182 Apologies for Absence:** Apologies were received from Cllrs B Hall and S Milgate for personal reasons. These were accepted. Cllrs T Matthews, D Poole, J Poole and S Read were absent.

POST MEETING: Apologies were received from Cllrs D Poole, J Poole and S Read.

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.

**20/183 Declarations of Interest.**

- a) To receive declarations of interest from councillors on items on the agenda

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Cllr Thorne declared a non-prejudicial interest in agenda item 20/187 Planning, as she is a member of the New Forest District Council Planning Committee. Cllr Thorne stated that she would consider the applications on the evidence in front of her at this point in time.

It was agreed that Cllr McElhenny did not need to declare an interest in planning application 21/10325, 158 Rolleston Road, Holbury.

Cllrs Coyston and Glass joined the meeting.

Cllr Glass declared a non-prejudicial interest in agenda item 20/187 Planning, as he is a member of the New Forest District Council Planning Committee. Cllr Glass stated that he would consider the applications on the evidence in front of him at this point in time.

Cllr Coyston wished to declare an interest in planning application, 21/10300 15 Ivor Close, Holbury, however this application was not on the agenda for comment - it was noted that comments had been submitted previously under the delegated authority of the Clerk following consultation with Councillors.

- b) To receive written requests for dispensations for disclosable pecuniary interests (if any) None
- c) To grant any requests for dispensation as appropriate None

**20/184 To approve as a correct record the minutes of the virtual Parish Council meeting held on 10 March 2021.**

**RESOLVED:** That the minutes of the virtual Parish Council meeting held on 10 March 2021 be signed as a correct record - a printed copy will be provided by the Deputy Clerk to the Chairman for signature after the meeting.

**20/185 Chairman's Announcements:** On behalf of the Council the Chairman congratulated the Gang Warily Centre Manager, Joshua Bond on his recent wedding.

Suspension of standing orders

**20/186 PUBLIC SESSION** There were no members of the public present.

Reinstatement of Standing Orders

**20/187 Planning:** To consider applications and to note any planning comments that have been submitted under the delegated authority of the Clerk/Deputy 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.

Draft awaiting confirmation at the next Parish Council meeting

**a) Parish List:**

Full Planning Permission

21/10325

156 Rolleston Road, Holbury, Fawley SO45 2HA

Members noted this should read 158 Rolleston Road

Proposal: Single-storey rear extension

**(No 3)** We recommend permission

**b) New Forest National Park Authority**

Full Planning Permission

21/00243

Fowey House, Lepe Road, Langley, Southampton SO45 1XR

Proposal: 1No new cottage dwelling; extension and alterations to Fowey House; demolition and replacement of 1No existing cottage

**(No 1)** We recommend permission subject to the results of the bat survey but would accept the decision reached by the National Park Authority's Officers under their delegated powers.

**c) New Forest District Council Tree Works**

HRN /21/0158

Highways, The Pentagon, Fawley, SO45 1EE

Proposed work: Removal of hedge

Reason for works: Hedge is in grave state of repair. Full of "man size" holes which cannot be repaired. Obstructs view of Slade Hill at junction, removing hedge gives a better view of the road and provides a safer environment.

Members noted this application had been withdrawn.

TPO /21/0147

Pogles Wood, The Pentagon, Fawley, SO45 1EE

Proposed work: T1 Ash - Remove 2 No of limbs which are over hanging the garden on Primsil

Reason for works: Over hanging

The Parish Council SUPPORTS this application subject to the advice of the District Council's Arboriculturist.

**20/188 To receive updates from District Councillors & County Councillor**

County Cllr A McEvoy was not present, District Cllrs Clark and Thorne had nothing to report.

Cllr Glass advised that at the meeting of the District Council on Monday he had been replaced as Chairman of NFDC (after serving for 2 years instead of one year). Cllr Derek Tipp will take office in May 2021. This would make no difference to the running of the Council.

Cllr Alvey advised that Cllr Barry Rickman had stepped down as Leader of the Council and has been replaced by Cllr Edward Heron.

**20/189 To receive a verbal update from the Deputy Clerk regarding recent Youth Work in the Parish.**

The Deputy Clerk advised that the Youth Worker continues to support families with Foodbank vouchers etc. Once the schools broke up Gang Warily began to experience some “challenging behaviour” from young people, so the Assistant Youth Worker has been out every day this week trying to engage with the youths. On Friday 02 & 09 April they began working again with the Handy Trust, driving the minibus to areas where problems are being experienced; minibus costs are being met by the Handy Trust as they have secured some funding for this.

Members noted that the Assistant Youth Worker is no longer furloughed but is currently completing her contracted working hours.

**20/190 Updates from Representatives and Nominees on Local Bodies**

- a) **New Forest Consultative Panel:** Cllr A Carcus. No meeting
- b) **New Forest Environmental Liaison Committee:** Cllrs J Poole & B Thorne  
No meeting
- c) **Waterside Heritage:** Cllr McGill volunteered to fill this vacancy. The Deputy Clerk to advise Waterside Heritage.
- d) **Police Liaison:** Cllr A Glass & Cllr B Coyston. No meeting. Members noted the newsletter provided; it was agreed that in future this can be forwarded to all via email.
- e) **Age Concern NFE:** Cllr D Poole. Not present
- f) **Dibden Allotment Fund:** Cllr A Alvey advised Zoom meetings continued to be held. The latest organisational award made by the fund was to Mulberry Pre-School in Marchwood for artificial play surfaces. He informed the meeting that the fund had not seen any major increase in the number of personal applications received.
- g) **New Forest Association of Local Councils:** Cllr D McElhenny and Clerk/RFO  
No meeting
- h) **Local Cycling and Walking Infrastructure Plan (LCWIP):** Cllr D McElhenny advised he had attended the first meeting with people present from the whole of the New Forest. The Waterside area is not included in the plan as a LCWIP already exists for the area. The attendees of the meeting were broken up into groups and asked to come up with links between us and the rest of the forest with walking routes/cycle routes. In mid-May the workshop plans will be produced following which Cllr McElhenny will share them with the council.

With regards to the Waterside LCWIP this is now being redrafted – Cllr McElhenny had sourced a contact for information on this plan, and it was agreed that he could proceed to get in touch with them but to come back to council if necessary. In terms of the Waterside LCWIP Cllr McElhenny advised this would be out of consultation by the summer.

**20/191 a) Monthly Schedule of Accounts for February 2021 including up to date bank reconciliation.**

**RESOLVED:** To accept Monthly Schedule of Accounts for February 2021 including up to date Bank reconciliation (see attached Appendix A).

**20/191 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.

**20/192 To note Graphic User Interface Summary for the Income & Expenditure of the Council.** Noted

**20/193 To agree proposed meeting dates for Council year 21-22.** Members discussed the requirements for local authority meetings following the easing of Covid 19 restrictions and the regulations applying to meetings on or after 07 May 2021 which will not be extended.

**RESOLVED:** To agree that the Annual meeting of Fawley Parish Council originally scheduled for 12 May 2021 be moved to 19 May 2021 and be held at the Jubilee Hall, Fawley.

To agree meeting dates for Council year 21-22 as presented (see attached Appendix B) although it was noted that the meeting scheduled for June may not be required to be held.

**20/194 If required, to agree the continuing absence at virtual meetings of Cllr Brian Hall, Fawley Ward due to lack of internet connection.**

Not required.

**To note – as the Annual Parish meeting is not going ahead it is hoped that a small event can be held to recognise volunteers within the parish (date to be confirmed).** Noted.

**20/195 Meeting Resolution Update:**

20/163 Planning – comments re Officer briefing notes received from the District Council have been sent to the Chief Planning Officer of NFDC. No response has been received from NFDC.

20/174 Calshot Toilets – letter of objection to closure of toilets sent to NFDC.

Members noted that the toilets will be reopened in the near future.

20/178 a i) Southern Water, Water for Life - Hampshire Consultation – response circulated to all councillors for comment; this has now been sent. A copy of the comments to be sent to Cllr Hall.

**20/196 Councillor's News and Comments. Cllrs are reminded that this agenda item involves no more than an exchange of information.**

Cllr Carcus was pleased to note the toilets at Calshot will open – Cllr Alvey advised after the ventilation is arranged.

**20/197 Correspondence:**

**a) For response:**

**i) Safety Advisory Group Public Event Notification:** Grounds of Moyles Court School, Moyles Court, Rockford, Ringwood, BH24 3NF 05/06/2021 07.30 to 05/06/2021 17.00 The New Forest Rattler Sportive (Cycling Event). Noted. Members further noted the event being held at Gang Warily this weekend.

**b) For information:**

**i) The Planning Inspectorate:** Appeal Decision Planning Application 20/10243, Harbour Lights, 75 Long Lane, Holbury. New one bedroom two storey dwelling to land at the rear of 75 Long Lane; demolition of single storey rear extension and lean to side building. Appeal is dismissed. Noted.

**ii) The Planning Inspectorate:** Appeal Decision Planning Application 20/10622, 207 Long Lane, Holbury. Demolish existing building and erect terrace of 4 No 3 bed houses and pair of semi-detached 2 bed chalet bungalows to the rear with parking. Appeal is dismissed. Noted.

**iii) Multiple agencies:** Care for the Forest, care for each other – 2021 Action Plan (previously circulated). Noted.

**iv) HCC Transport:** A326 (South) Junction Improvements, Fawley, Advanced Works (previously circulated). Noted.

**v) Victim Support:** Thank you letter for recent grant award. Noted.

**vi) Great British Spring Clean:** 28 May – 13 June 2021 – The Operations Manager responsible for events will be organising a litter pick, date to be confirmed. Noted  
The Deputy Clerk advised that a mid-week event during the school Whitsun holiday is being considered with Blackfield as a possible location.

**c) Available from the Office:** NFDC Cabinet Forward Plan (previously circulated.)Noted.

**20/198 Date of next meeting:** Annual meeting 19 May 2021

**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.

**20/199 Outstanding debtors:** Members noted the debtor report provided and the actions that are being undertaken to reduce the amount of debt outstanding to the council. Members noted that a large amount of the debt owing was due to non-payment of lease fees by tenants of the Council. Debt management will be monitored and reported back to Council over the coming months.

**RESOLVED:** That bad debt of £516.86 is written off for financial year 20-21 with the County Court Judgement remaining open.

**20/200 New rules relating to Annual leave for staff:** Noted.

**20/201 Annual Sickness Absence and Leavers report:** Noted. The Chairman advised that he and the Deputy Clerk have been in touch with the Clerk throughout his absence and that

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after following HR advice it is hoped that the Clerk will return to work on a part time basis in the near future.

**20/202 To consider temporary salary increase for Deputy Clerk.**

The Deputy Clerk was not required to leave the meeting as members advised that they agreed with the recommendation previously circulated following HR advice received by the Chairman.

**RESOLVED:** To increase the salary of the Deputy Clerk by £9000 per annum in recognition of the additional duties and responsibilities that she is currently undertaking.

This increase to be backdated to 01 February 2021 and is expected to continue until the Clerk returns to full time working.

This is a temporary discretionary payment which is not guaranteed on a permanent basis.

There being no further business the meeting closed at 19.44.

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Chairman

MEETING DATES FAWLEY PARISH COUNCIL MAY 21 – MAY 2022	
DATE	MEETING
12 MAY 2021	ANNUAL MEETING (Date previously agreed)
19 May 2021	NEW PROPOSAL
09 JUNE	PARISH COUNCIL
07 JULY	ESTATES & FACILITIES COMMITTEE
04 AUGUST	POLICY, RESOURCES & PERSONNEL (GRANTS )
08 SEPTEMBER	PARISH COUNCIL
13 OCTOBER	ESTATES & FACILITIES COMMITTEE
17 NOVEMBER	POLICY, RESOURCES & PERSONNEL – BUDGET
15 DECEMBER	PARISH COUNCIL – BUDGET
2022	
18 JANUARY	ESTATES & FACILITIES COMMITTEE
15 FEBRUARY	POLICY, RESOURCES & PERSONNEL (GRANTS )
15 MARCH	PARISH COUNCIL
06 APRIL	PARISH COUNCIL
27 APRIL	ANNUAL PARISH MEETING
11 MAY 2022	ANNUAL MEETING

Grants usually discussed at August & February Policy, Resources & Personnel Committee meetings.

1 x Annual Parish meeting, 1 x Annual meeting = 2

3 meetings of each committee = 6

5 meetings of Full Council – In addition to the annual meeting of the council at least three other ordinary meetings shall be held in each year

Total 13 meetings for council year