

FAWLEY PARISH COUNCIL

To All Councillors: A Alvey, A Carcas, B Coyston, A Glass, B Hall, T Matthews, D McElhenny, C McGill, S Milgate, D Poole, J Poole, S Read, P Saunders, K Smith, B Thorne.

The Annual Meeting of the Fawley Parish Council will be held on Wednesday 19 May 2021 at 7.00 pm in the Jubilee Hall, Fawley at which your attendance is requested. **There will be an interval of up to 15 minutes for public participation at the beginning of the meeting.** Members of the public who wish to attend are asked to contact the Council Offices before Monday 17 May 2021 4.30pm to ensure that arrangements can be made to safely accommodate them (numbers may need to be limited). A full risk and control report has been undertaken including social distancing, wearing of masks, hand sanitising and other measures.

SUMMONS

S. Postlethwaite
Clerk to the Council
12 May 2021

A G E N D A

PUBLIC SESSION

21/01 Election of Chairman – to elect a Chairman of the Council to hold office until the Annual Meeting in 2022.

Declaration of Acceptance of Office by the Chairman.

The newly elected Chairman in the Chair.

21/02 Apologies.

21/03 Declarations of interest and dispensations

3.1 To receive declarations of interest from councillors on items on the agenda

3.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

3.3 To grant any requests for dispensation as appropriate

21/04 Election of Vice-Chairman: to elect a Vice-Chairman of the Council to hold office until the Annual meeting in 2022.

21/05 Appointment of Committees including Chairman and Vice-Chairmen appointments:

- a) Estates & Facilities Committee
- b) Policy, Resources & Personnel Committee

21/06 Appointment of Representatives to Other Bodies:

- a) New Forest Consultative Panel 1 Rep
- b) New Forest Environmental Liaison Committee 2 Reps
- c) Waterside Heritage - Agreed 14/04/21 Cllr C McGill
- d) Police Liaison Group 2 Reps
- e) Age Concern New Forest East 1 Rep
- f) Dibden Allotment Fund - Term of office previously agreed - Cllr Alvey continues to serve as Parish nominated trustee until end of May 2023
- g) New Forest Association of Local Councils 1 Rep plus Clerk/RFO
- h) Local Cycling and Walking Infrastructure Plan (LCWIP) Agreed 10/03/21 Cllr D McElhenny

21/07 Chairman's Announcements.

21/08 Business of Annual meeting in accordance with standing order 5J: ([see attached](#))

21/09 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 ([see attached](#))

21/10443

7 Ivor Close, Holbury, Fawley SO45 2NY

Proposal: Garage in rear of garden (Retrospective)

Full Planning Permission

21/10531

18 Ruxley Close, Holbury, Fawley SO45 2PH

Proposal: First floor side extension

Full Planning Permission

21/10500

Langley Cottage, Lepe Road, Langley, Fawley SO45 1YT

Proposal: Raise eaves height and roof to allow for loft conversion with dormer

b) New Forest National Park Authority:

21/00347

Sunnyside, West Common, Langley, Southampton SO45 1XP

Proposal: First floor single storey side and rear extension; alterations to doors and windows

c) New Forest District Tree Works:

TPO /21/0218

34 Studley Avenue, Holbury, Fawley, SO45 2PP

Proposed work: T1 Red Oak – Fell

Reason for works: all weight is one side of the tree overhanging driveway with cars.

Concrete driveway has cracked in several places and lifted about 3-4 inches due to roots and driveway is becoming uneven. We will grind the stump out and replant with an aesthetically pleasing tree

21/010 a) Monthly Schedule of Accounts for March and April 2021 including up to date Bank reconciliation ([see attached](#))

21/010 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.

To note - No use of delegated power relating to FR 4.11 since last meeting

21/011 Underspend of Open Space Budget 20 -21 ([see attached](#))

21/012 To receive and note the Internal Audit Report 2020-21 (Final) ([see attached](#))

21/013 To receive and approve the Annual Governance and Accountability Return 20/21 Part 3, to agree dates of the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability return and to note that Council must approve Section 1, the Annual Governance Statement before approving Section 2, the accounting Statements ([see attached](#)). The Chairman of the Council to sign and Deputy Clerk Mrs S Markides to sign in the absence of the Clerk/RFO.

21/014 To receive Fawley Parish Council Statement of Accounts for the year ended 31 March 2021 and to agree allocation of Ear Marked Reserves ([see attached](#)) following which the Chairman of the Council to sign. Deputy Clerk Mrs S Markides to sign in the absence of the Clerk/RFO.

21/015 To agree annual review of Fawley Parish Council Investment Strategy 21-2022 ([see attached](#)).

21/016 To agree that Fawley Parish First Edition Open Space Maps are digitalized with the originals donated to the New Forest Heritage Centre.

21/017 Resolution updates:

20/199 Outstanding debtors: Some reduction in debt has been seen although two lease payments remain outstanding; it is hoped that these can be cleared in the coming weeks.

21/018 Correspondence:

a) For information:

i) **Mobile Testing Unit:** To note that Gang Warily Recreation and Community Centre is no longer required to host Covid Testing as from April 2021.

ii) **Water for Life – Hampshire:** upcoming ground investigations ([see attached](#) - have previously been circulated)

iii) **HCC Public Rights of Way: To note Footpath Improvements to Dark Lane/Saxon Road walking route will be undertaken by HCC** (further information to the Estates and Facilities Committee meeting due to be held in July)

b) Available from the Office: NFDC Cabinet Forward Plan 01 May 2021 – 30 April 2022
(previously circulated)

21/019 Councillors News and Comments

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

21/020 Date of next meeting: 09 June 2021 (though this may not be required).

Exclusion of public and press: 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.

21/021 Staffing Matters: Verbal update from the Cllr Alvey.