

FAWLEY PARISH COUNCIL

Minutes of the meeting of Fawley Parish Council held on Wednesday 08 September 2021 at 7pm in the Jubilee Hall, Fawley.

Member	Present	Apologies	Absent
Cllr A Alvey	√		
Cllr A Carcus	√		
Cllr B Coyston	√		
Cllr A Glass	√		
Cllr B Hall	√		
Cllr D McElhenny	√		
Cllr C McGill		√	
Cllr S Milgate			√
Cllr D Poole	√		
Cllr J Poole	√		
Cllr S Read			√
Cllr P Saunders			√
Cllr K Smith			√
Cllr B Thorne	√		
Vacancy			

In attendance:

Sue Markides, Deputy Clerk
Danielle Alexander, Finance Manager

Also present: County Councillor Alexis McEvoy, District Councillor Mark Clark and 3 members of the public.

21/025 Apologies for Absence

Apologies were received from C McGill for personal reasons. These were accepted.
Cllrs S Milgate, S Read, P Saunders and K Smith were absent.
POST MEETING: Apologies had been received from Cllr Smith.

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 meeting by the Clerk prior to the item(s) in which the Member has declared an Interest being discussed, then invited to return to the meeting after any corresponding resolution has been made. These actions to be recorded in the Council's minutes.

21/026 Declarations of Interest.

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

Cllr Glass declared a non-prejudicial interest in agenda item 21/031 Planning, as he is a member of the New Forest District Council Planning Committee. He stated that he would consider the applications on the evidence in front of him at this point in time.

Cllr Glass also clarified that he is no longer District Chairman of the Scouts; his only involvement being the Regatta Committee.

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

21/027 To approve as a correct record the minutes of the Annual Parish Council meeting held on 19 May 2021 and the Extraordinary meeting held on 25 August 2021.

RESOLVED: That the minutes of the Annual Parish Council meeting held on 19 May 2021 and the Extraordinary meeting 25 August 2021 be signed as a correct record.

21/028 Chairman's Announcements: The Chairman advised of the following:

NFDC will restart the garden waste collection from current customers from 13 September collecting every four weeks. To allow for this, the bulky waste service for large household items will not take any new bookings until further notice, as the staff shortages continue.

A reminder to advise the office please regarding your historic emails prior to the upgrading of the IT system – this is in response to the email sent from the Centre Manager last week. Please note that personal email accounts should not be used for Parish Council business and once the upgrade is completed can I please request that any Cllr experiencing difficulties contacts Netserve, our IT providers to ensure their council email address is accessible. Most problems should be able to be resolved remotely.

The advertisement for a new Clerk will be placed on various online sites on Friday and there is a three week period for response.

Standing orders were suspended.

21/029 PUBLIC SESSION

The Chairman of the Gang Warily Scouts and Guides advised the meeting of the fund raising taking place for the building of a new Scouts and Guides Headquarters; this had commenced in 2018 as the current building which is situated on land leased from the Council at Gang Warily is dilapidated and needs replacing. Prior to lockdown the building was well used with 140 children a week taking part in activities there plus car boot sales etc. Currently the building is a target for vandalism. She hoped that the Council would consider the second offer from the Scouts and Guides to purchase the land at Gang Warily – owning the land would provide security for funding bids etc. and allow the Scouts, Guides, Rainbows, Beavers and Ranger groups which use the headquarters to continue and the building plans to move forward.

A member of the public wished to speak on agenda item 21/031, NFNPA planning application 21/00713 Application for a Certificate of Lawful Development for continued use of land as parking bay, Land opposite 4 Solent View, Calshot. He thanked members for their hard work in the community as having had experience of being a councillor himself, he considered this may at times go unnoticed. He informed the meeting of the use of the area in front of his property for parking by the previous owner for a period in excess of ten years. When he wished to make changes, he advised he had consulted with neighbours regarding the parking bay prior to work being completed, however once the work was finished objections were made. He considered these to be inaccurate and does not agree with them believing anyone that parks there finds it difficult – it is essentially a grass and mud area which in winter is unsightly.

Standing Orders were re-instated

21/030 To note there have been no applications received following the advertisement of the casual vacancy for the office of Parish Councillor in the Blackfield & Langley Ward. Noted.

21/031 Planning: To consider applications and to note any planning comments that have been submitted under the delegated authority of the Deputy Clerk following consultation with Councillors

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

a) Parish List:

Full Planning Permission

21/10970

Land rear of 87-99 Long Lane, Holbury, Fawley SO45 2ND

Proposal: 10 Flats (1 block of 6 and 1 block of 4 flats); associated parking

(No 2) We recommend refusal due to concerns relating to the high density of the development, a lack of parking, difficult access and comment from Fire and Rescue Service relating to the dead end access, comment from the applicant that he has been unable to consult with planners so has proceeded with the application i.e. a lack of consultation and no construction details being accessible but would accept the decision reached by the District Council Officers under their delegated powers.

Full Planning Permission

21/11150

Taniere, Mopley, Langley, Fawley SO45 1YJ

Proposal: Single-storey flat roofed extension to the rear to create utility and sunroom

(No 3) We recommend permission

One member of the public left the meeting 7.15pm.

Full Planning Permission

21/11149

1 Hartsgrove Close, Blackfield, Fawley SO45 1WW

Proposal: Erection of a timber garden building forward of the front elevation of the property

(No 2) We recommend refusal due to concerns relating to the size of this structure and that it is in front of the building line but would accept the decision reached by the District Council Officers under their delegated powers.

Full Planning Permission

21/11182

15 Norman Road, Blackfield, Fawley SO45 1YF

Proposal: Front facing dormer with pitched roof to match existing; alterations to rear dormer and 1.8 high opaque glass screen in association with new roof terrace

(No 2) We recommend refusal as we consider this would impact on the privacy of and intrude on the neighbouring properties but would accept the decision reached by the District Council Officers under their delegated powers.

Full Planning Permission

21/11187

Pentagon Court, Blackfield Road, Fawley SO45 1ED

Proposal: Alterations to provide two additional bedrooms to create 8-bedroom property for short term residential accommodation with shared facilities; external changes to the rear (Sui generis use)

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

Full Planning Permission

21/11219

The White House, 1 Forest Lane, Hardley, Fawley SO45 3NA

Proposal: Two storey rear extension and detached garage

(No 3) We recommend permission subject to the biodiversity check being approved by NFDC officers.

Lawful Development Certificate proposed

21/11077

1 Woodland Gardens, Blackfield, Fawley SO45 1GD

Proposal: Hip to gable roof extension including new dormer window and works to existing chimney (Lawful Development Certificate that permission is not required for proposal)

Noted.

Lawful Development Certificate proposed

21/11086

1 Hartsgrove Close, Blackfield, Fawley SO45 1WW

Proposal: Construction of a rear dormer & associated works; 4 x roof lights to front elevation (Lawful Development Certificate that permission is not required for proposal)

Members noted the decision had already been made by NFDC.

Lawful Development Certificate proposed

21/11181

15 Norman Road, Blackfield, Fawley SO45 1YF

Proposal: Rear facing dormer and all associated works (Lawful development Certificate that permission is not required for proposal)

Members noted the decision had already been made by NFDC.

b) New Forest National Park Authority:

21/00713

Application for a Certificate of Lawful Development for continued use of land as parking bay

Land opposite 4 Solent View, Calshot, Southampton SO45 1BH

Discussion took place - whilst the Parish Council considered that the land had previously been used for parking it was not clear that the previous use had involved any work to define the parking space; to refer this matter back to the NFNPA Officers.

21/00723

Fairwinds, Stonehills, Fawley, Southampton SO45 1DU

Proposal: Extension to existing conservatory; alterations to conservatory roof; demolition of attached utility room

(No 3) We recommend permission

21/032 To receive updates from District Councillors & County Councillor: Members noted that the report from Cllr McEvoy had not been available to be sent with the agenda papers but had now been sent to all – see below

BACK TO SCHOOL

As pupils across the county return to school, plans are in place to keep COVID-19 risks to the absolute minimum. Good hygiene, frequent hand washing, and using twice weekly Lateral Flow tests for eligible pupils is encouraged.

Parents or carers of 16 -17-year-olds, are encouraged to ask them to take up the vaccine Bubbles in schools and the requirement for wearing face coverings in school are no longer in place (though they are still recommended on public transport to school)

Activities such as singing and brass bands are back

Under-18s no longer have to isolate if in contact with a Covid positive individual but anyone who is unwell, with or without Covid symptoms, should stay at home

12-15-year-olds 15 with underlying **health** conditions or who live with someone that is clinically vulnerable can also be vaccinated.

ACTIVE 'SCHOOL STREETS'

A trial scheme is underway in the county to create a healthier and safer environment for young people walking and cycling to school. It will create low traffic areas at the start and end of the school day by closing selected roads close to schools to all non-essential traffic. Residents, businesses, and the school community will be surveyed and traffic volumes monitored. This will inform the decisions about potential future permanent School Streets schemes in Hampshire.

Only three school have been selected for this trial in Hampshire and I am pleased to say the Cadland Primary is one of the three selected.

AFGHAN EVACUEES

Hampshire County Council is working with local partners including all District and Borough councils to assist Afghan families re-settle as part of the Government's Afghan Relocation and Assistance Policy programme. Several families have now been welcomed to the county and we want to ensure they have all the local information they need and are made to feel welcome.

If you wish to donate or help, please visit the website of the registered local charity:

[Donating to help Afghan Evacuees - Community First \(cfirg.org.uk\)](https://www.cfirg.org.uk) who are co-ordinating support across the county.

FLY TIPPING

Hampshire County Council and their local authority partners have joined over 150 other local authorities and 10 professional bodies to call for the Sentencing Council to consider **tougher fines and sentences** for fly-tipping offenders. Residents are asked to focus on two activities that will help reduce the activity of criminal gangs fly-tipping in the county:

Always report fly-tipping

Ensure you use a licensed company to take away your waste if you cannot take it to an HWRC yourself.

More information about fly-tipping, including advice on how to report it, can be found on Hampshire County Council waste and recycling webpages.

<https://www.hants.gov.uk/News/26022021FlyTipping>

NEW FOREST NATIONAL PARK AUTHORITY

In May, I was appointed to the NFNPA so I thought you may like an item of news from that Authority. The New Forest Walking Festival is set to return this autumn and Hoburne Bashley holiday park in Sway is its new sponsor. This year's Festival is set to be bigger than ever before, taking place over three weeks from 16 October to 7 November 2021 and during the autumn half term, the Festival will feature guided walks suitable for families of all ages.

The New Forest Walking Festival gives people the chance to explore new parts of the Forest, connect to nature and enjoy all the mental and physical benefits that being outdoors brings.

Expert guides will lead a number of bespoke experiences, highlighting the unique countryside, wildlife, culture and history of this internationally important landscape.

For more information about the Walking Festival, visit newforestnpa.gov.uk/walkingfestival. If this Council would like a closer relationship with the NPA, let me know.

UNIVERSITY HOSPITAL SOUTHAMPTON

I have another new appointment. I am now a member of The Council of Governors at Southampton University Hospital. This is the collective body through which executive and non-executive directors explain and justify their actions. It works closely with the Trust Board to make sure services are meeting the needs of the local community, so you now have a direct line for feedback to the Trust.

FINALLY

COUNTY COUNCILLOR GRANTS

Don't forget, if you know of any local group or organisation that could benefit from a small Grant, please put them in touch with me.

Cllr Glass asked the County Councillor about the van currently situated on Lepe Road and advised of complaints he had received.

Cllr McEvoy advised that the County Council are aware of this problem and is working to resolve the situation.

Cllr Mark Clark advised of the possible formation of a group of residents to monitor speeding at Lime Kiln Lane but this had not progressed so far.

It was noted that Marchwood Parish Council is currently using the Speedwatch equipment owned by Fawley Parish Council however if required by Fawley Parish, the Deputy Clerk will request it is returned.

Cllr Glass had nothing to report.

Cllr Alvey advised of the appointment of a new Chief Executive for NFDC.

21/033 To receive a verbal update from the Deputy Clerk regarding recent Youth Work in the Parish:

Members noted that the School Holiday Club had managed to run- albeit slightly differently - throughout the six-week summer holiday with every child attending receiving a lunch. Positive feedback was received from parents and children. A big thank you to all the staff and volunteers who made this happen and to Lisa Carr who is leaving FPC for all the hard work she has undertaken over the last few years. Members noted that a new Youth Worker and Assistant Youth Worker had been appointed.

21/034 Updates from Representatives and Nominees on Local Bodies

- a) New Forest Consultative Panel:** Cllr A Carcus – Meeting has been postponed to October.
- b) New Forest Environmental Liaison Committee:** Cllr J Poole & Cllr P Saunders
No meeting.
- c) Waterside Heritage:** Cllr C McGill - Not present
- d) Police Liaison:** Cllr A Glass & Cllr B Coyston advised that there has been no contact with the Police. The Deputy Clerk informed the meeting that the Police had suggested a meeting in November; she will follow this up. Cllr Glass noted that the recent shooting of ducks at Holbury Manor/Warren Copse had been directed to the Countryside Squad.
- e) Age Concern NFE:** To note that Age Concern have confirmed that any Cllr representative would be required to be a trustee for the organisation. Noted. To remove from the reports if no representative comes forward.
- f) Dibden Allotment Fund:** Cllr A Alvey advised of support by the fund to Oakhaven Carers and that Cllr Dan Poole had recently been co-opted as an independent trustee of the DAF.
- g) New Forest Association of Local Councils:** Cllr D McElhenny and Clerk/RFO (see minutes as Appendix A). Cllr McElhenny considered it had been a good meeting and pointed out the remarks made by Cllr Davis Russell on page three of the minutes – he had taken up the portfolio post in April and has since visited various local councils. One of the areas he is currently looking at is Grounds Maintenance Services, especially the planned cutting of verges and grass with a view to identifying which council is responsible for various areas, be it HCC, NFDC or local councils. The aim is to rationalize the various cutting regimes rather than have three different levels of cutting. Trials are in progress, using GIS to help identify different areas.
- h) Local Cycling and Walking Infrastructure Plan:** Cllr D McElhenny advised of draft proposals for the cycle route from Hardley Roundabout to Long Copse. Discussion took place. It was considered that there are currently several consultations taking place that may be overlapping. Members requested that Cllr McEvoy forward the latest HCC plan and details to the Council for their information.

21/035 Minutes of Committees:

a) Estates & Facilities – 21 July 2021

Cllr Glass presented the minutes of the Estates and Facilities Committee meeting held on 21 July 2021.

RESOLVED: That the minutes of the Estates and Facilities Committee meeting held on 21 July 2021 are received.

Cllrs McEvoy and Clark left the meeting 7.50pm.

b) Policy, Resources & Personnel – 04 August 2021

Cllr Poole presented the minutes of Policy, Resources & Personnel Committee meeting held on 04 August 2021.

RESOLVED: That the minutes of the Policy, Resources & Personnel Committee meeting held on 04 August 2021 are received.

21/036 a) Monthly Schedule of Accounts for July 2021 including up to date bank reconciliation.

RESOLVED: To accept the Monthly Schedule of Accounts for July 2021 including up to date bank reconciliation (see attached Appendix B).

Cllr D Poole left the meeting.

21/037 To receive the Notice of Conclusion of Audit Annual Return for the year ended 31 March 2021, the External Audit Report Part 3 and Certificate 20-21 and to note there are no recommendations requiring action in Section 3. Members thanked the Finance Manager (and Deputy Clerk) for the work they had undertaken.

RESOLVED: To receive the Notice of Conclusion of Audit Annual Return for the year ended 31 March 2021, the External Audit Report Part 3 and Certificate 20-21 and to note there are no recommendations requiring action in Section 3 (see attached Appendix C).

Cllr D Poole returned to the meeting.

21/038 To consider under Section 137 LGA 1972 grant applications received:

RESOLVED: Following discussion to make the following awards:

- a) **Citizens Advice New Forest:** No award
- b) **Fawley Events Committee** £250.00 Sect 137 LGA. Permission also granted to decorate the Jubilee Hall for the festive season.
- c) **6TH New Forest East Sea Scouts** £250.00 Sect 137 LGA

21/039 To receive report on Community Infrastructure Levy - monies received year ending March 2021 (see attached Appendix D)

RESOLVED: To accept the CIL Monitoring Report for 2020-2021(see attached Appendix D).

21/040 To consider supporting Armed Forces Day in 2022. Members noted earmarked funds of £69.73 carried over from the event in 2019 and £818.92 remaining from grant received from Cllr McEvoy.

RESOLVED: To agree to support Armed Forces Day 2022 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.

21/041 To agree Christmas opening/closing times for Parish Facilities and allocation of Statutory Days.

RESOLVED: To agree Christmas opening/closing times for Parish Facilities and allocation of Statutory Days as presented (see attached Appendix E).

21/042 Annual Risk Assessment 2021/22.

RESOLVED: To accept the Annual Risk Assessment for 2021/22. Cllr A Alvey as Chairman of the Council to sign the Risk Assessment for 2021-2022 as presented and in the absence of a Clerk to the Council/RFO, Sue Markides to sign as Responsible Finance Officer (see attached Appendix F).

21/043 Update - Replacement 3G 5 a side pitch. Members noted the update provided by the Centre & Sports Development Manager and the options for replacing the 3G 5 a side pitches which will be brought to Council in due course. Cllr Alvey suggested that the Dibden Allotment Fund could be approached for funding too.

21/044 Meeting Resolution Update:

21/08 Business of Annual meeting in accordance with standing order 5J:

RESOLVED: c) To agree a one-year extension to the 5-year deal of the current insurance of the Council with Zurich Insurance at a cost of £17,684.82. To note that the current insurers and other companies will be invited to quote for the Council's business during the next financial year. Appointments have been arranged for three companies to visit during September. Noted.

21/045 Councillor's News and Comments. Cllrs are reminded that this agenda item involves no more than an exchange of information.

Cllr Carcus advised that she knew of cyclists who had been stopped by other riders claiming to be from NFDC and asking questions relating to cycling in the New Forest. It was considered these were most likely not people working on behalf of NFDC.

Cllr D Poole advised that the annual raft race in aid of RNLI had raised just under £5000.

21/046 Correspondence:

a) For response:

i) NFDC: Call for Sites – Land for future development' open space and nature recovery Noted. Cllrs to contact the office if there have any suggestions.

ii) NFDC Licensing: Temporary Events Notice, Non-Competitive Cycle Sportive – ticketed event. UK Cycling Events Ltd. The sale by retail of alcohol. 18&19 September 2021, Gang Warily Recreation Centre, Newlands Road, Fawley. 10.30-16.00 hrs, 450 persons. Noted.

iii) NFDC Licensing: Temporary Road Closure Order.

Church Lane/The Square, Fawley from its junction with Copthorne Lane to its junction with Whites Lane - Saturday 04/12/21 13.00 – 19.00

School Road, Fawley from its junction with Falcon Fields to its junction with Church Lane/The Square - Saturday 04/12/21 13.00 – 19.00 Noted.

iv) HCC: New consultation – Hampshire County Permit Scheme (for Road Works and Street Works) Text amendments August 2021. Noted.

b) For information:

i) HCC: A326 (South) Junction Improvements, Fawley – Road Closure and Temporary Traffic Signals – Holbury Roundabout. Noted.

ii) NFDC Planning: Confirmation of TPO/0002/21, Land of Blackwell Forest, Chapel Lane, Langley. Noted.

c) Available from the Office and present at the meeting: Adoption Statement

Mitigation for Recreational Impacts on New Forest European Sites Supplementary Planning Document, NFDC Cabinet Forward Plan 01 September 2021 – 31 August 2022, Fawley Men's Shed Benchmark Newsletter Issue 1, Clerks and Councils Direct September issue . Noted.

20/047 Date of next meeting: 15 December 2021

Two members of the public left the meeting.

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.

20/048 To consider new proposal received from the Scouts and Guides relating to land at Gang Warily.

Discussion took place. Whilst the Council wished to support the Scouts and Guides as much as possible, it has a duty to residents to obtain best value for the land and to be able to justify any decision it makes to the public.

Councillors noted the confidential valuation of land currently leased by the Scouts and Guides at Gang Warily following instruction to obtain a valuation at the Council meeting 25 November 2020.

Councillors further noted the response to the valuation report received from the solicitor acting for the Scouts and Guides and the comments made by the valuer at Primmer Olds following the new offer received from the Scouts and Guides.

The Deputy Clerk and the Finance Manager wished to bring to the attention of Cllrs a further consideration to this matter - the RFO has recently claimed back VAT income from leases for the financial year 20-21. At that point in time, he was unaware that the Council had opted in for collection of VAT on leases in April 2001.

After 20 years the Council is able opt out of the collection of VAT on income received from leases however it does have to meet certain criteria – one of these being Condition 4, the valuation condition, *It is not expected that in the next twelve months a sale on land below market value will be considered. i.e.,* disposal of land to the Scouts and Guides (particularly if completed at under market value) is unlikely to meet the conditions.

The Council is currently awaiting a response from HMRC relating to this issue.

RESOLVED: That Councillors do not accept the new proposal from the Scouts and Guides but agree that Primmer Olds are instructed to act on behalf of the Parish Council against the Scouts and Guides in this matter as per their recommendation, i.e., sale of the land on a long leasehold basis with a restrictive covenant on use for the Scouts and Guides; cost of £750 plus vat to be met from budget code EMR 330 GW land sale.

20/049 Renewal of Bar Licence (Gang Warily) to Blackfield and Langley FC: The signing of the new licence to be organised by the Deputy Clerk.

RESOLVED: That Fawley Parish Council (FPC) agree the 5 year licence as presented – solicitor advice received is that “whilst it is always possible to review the wording of a document, the present form adequately represents the agreement between the parties”.

RESOLVED: That members of FPC note that the agreement is for 5 years and cannot be terminated except for a breach during that time.

20/050 To note that other leases and licences are due for renewal and that consideration of a commercial/charity rate will be one of the first tasks assigned to the new Clerk/RFO. Noted.

20/051 To consider service proposals for a new Health and Safety and Risk Management system. Members noted the quotes provided and the need to have a risk management system in place.

RESOLVED: That following the termination of the agreement the Council currently has with Risk Wizard Fawley Parish Council agrees to a proposal from Peninsula for 60 months of Health and Safety Essential with Insurance BrightSafe / Health and Safety visits (quote A) using funds from Hired Services Budget code 4115.

20/052 To note use of furlough monies received.

Cllrs noted the use of furlough monies (following consultation with the Internal Auditor) to off set the cost of holiday payments required to be made to staff leaving within the Youth Worker and Gang Warily salary budgets.

There being no further business the meeting closed at 8.23pm.

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Chairman

Draft awaiting confirmation at the next Parish Council meeting