

FAWLEY PARISH COUNCIL

ESTATES AND FACILITIES COMMITTEE

Minutes of the Estates and Facilities Committee meeting of Fawley Parish Council held following the Extraordinary meeting of the Council on Wednesday 13 October 2021 at 7pm in the Jubilee Hall, Fawley.

Members	Present	Apologies	Absent
Cllr A Glass Chairman	√		
Cllr D McElhenny Vice-Chairman	√		
Cllr A Alvey	√		
Cllr A Carcus	√		
Cllr B Coyston	√		
Cllr B Hall	√		
Cllr B Thorne		√	

Also present: Cllr P Saunders, 3 members of the public until 7.06pm, one member of the public until 8.25pm.

In attendance:

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

E/F 24. Apologies: Apologies were sent by Cllr B Thorne for personal reasons. These were accepted.

E/F 25. Declarations of Interest and dispensations:

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

2.1 To receive declarations of interest from councillors on items on the agenda
Cllr McElhenny declared a prejudicial interest in agenda item E/F 29, Planning application 21/11326, Land to the rear of 119 & 121 Long Lane, Holbury, Fawley SO45 2NZ and stated that he would leave the meeting whilst this item was discussed.

Cllrs Coyston, Glass and McElhenny declared a non-pecuniary interest in agenda item E/F 38, To consider donation of a clock from the Fawley Mensshed to be installed in the Sensory Garden at Jubilee Hall as they are members of the Mensshed.

Draft awaiting confirmation at the next Council meeting

Cllr Glass declared a non-prejudicial interest in agenda item E/F 29 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.

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

2.3 To grant any requests for dispensation as appropriate None

E/F 26. Minutes: To sign as a correct record the minutes of the meeting held on 21 July 2021.

RESOLVED: That the minutes of the Estates and Facilities Committee meeting held on 21 July 2021 be confirmed as a correct record

Suspension of standing orders

E/F 27. PUBLIC SESSION:

A member of the model club who use the pond at Gang Warily wished to make a personal donation to purchase two benches to be situated close by the pond to mark the 40th anniversary of the club. He hoped the council would consider the request favourably.

A member of the public aged 9 years and a resident of Holbury advised that she had written to Dr Julian Lewis as her MP regarding the condition of the park at Renda Road. She realised that previously the equipment there had been vandalised and thought that perhaps a wildflower meadow could be considered to encourage wildlife; in fact, she considered this idea could be rolled out over all of the Parish Council's play parks. She also suggested that volunteers could assist as well as involvement with Natural England and the Hampshire and Isle of Wight Trust plus perhaps a pot of money from central government. She thanked Councillors for listening - all present then gave a round of applause.

Cllr Glass responded:

Thank you for your letter about the Renda Road Play area and for coming to the meeting tonight. It is great to see a young person taking such an interest in her local area. I have some news for you which I hope you will be pleased with!

The Maintenance Officer who is responsible for Play Area equipment has advised that two new swings for older children could be installed at Renda Road as the existing frames are still in situ. This is one of the items you asked for in your letter to Julian Lewis, so I hope it meets with your approval.

Unfortunately, the Council had to decide in September 2020 that all non-essential work related to play areas should be placed on hold until the impact of Covid 19 on the Council's budget can be fully assessed so we hope that this small improvement of the area will increase your enjoyment of the park for the time being.

Thank you once again for attending tonight.

Three members of the public left the meeting.

Draft awaiting confirmation at the next Council meeting

Standing orders reinstated

E/F 28. Chairman's Remarks: The Chairman advised of the following:

The IT system of the Council has been upgraded - unfortunately the process as not been as smooth as hoped. If you could all please check your Parish Council email addresses and if you experience any problems, please let us know and we can contact our IT providers to assist you.

All councillors should be using their parish council email addresses rather personal accounts so please do let the office know.

Cllr Alvey as Chairman confirmed that Cllrs should be using their parish council email addresses once the issues are resolved - the Centre Manager will be handing out "how to" guides at the end of the meeting.

E/F 29. Planning: 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.

a) Parish List:

Full Planning Permission

21/11311

1 Ashdown Road, Fawley SO45 1EF

Proposal: Rear and side flat roof extension; detached double garage

(No 3) We recommend permission with the condition that provision is made for proper root protection of the trees.

Full Planning Permission

21/11248

189 Hampton Lane, Blackfield, Fawley SO45 1XA

Proposal: Change of use from betting shop to beauty & tanning salon; associated external alterations to shopfront

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

Advertisement Consent

21/11249

189 Hampton Lane, Blackfield, Fawley SO45 1XA

Proposal: Fascia sign; 2 x window decals (Application for Advertisement Consent)

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

PA Comm/Business/Service up to 2 flats

21/11309

141 Hampton Lane, Blackfield, Fawley SO45 1WE

Proposal: Change of use of former shop and offices to 2 dwellings (Prior Approval Application)

Draft awaiting confirmation at the next Council meeting

(No 3) We recommend permission (the Parish Council supports the change of use) on the condition that the existing back garden arrangement is maintained. The Parish Council suggests this application is referred to the NFDC Planning Development Control Committee.

Full Planning Permission

21/11319

8 Hampton Gardens, Blackfield, Fawley SO45 1WE

Proposal: Proposed side and roof extension including dormer windows

(No 3) We recommend permission

Full Planning Permission

21/11322

16a Holly Road, Blackfield, Fawley SO45 1WS

Proposal: Single-storey front and rear extensions

(No 3) We recommend permission

Cllr McElhenny left the meeting

Full Planning Permission

21/11326

Land to the rear of 119 & 121 Long Lane, Holbury, Fawley SO45 2NZ

Proposal: Change of use to parking and new access

(No 3) We recommend permission

Cllr McElhenny returned to the meeting

Full Planning Permission

21/11317

Land to the rear of 47 & 49 Holbury Drove, Holbury, Fawley SO45 2NG

Proposal: 2 x new dwellings; access & parking

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

E/F 30. To receive reports for the following:

a) Ashlett – Cllr Hall had nothing to report at this time

b) Play Areas – Play area updates to be included in the Grounds Manager report in future.

c) Footpaths – Annual Report - see attached Appendix A. Cllr Glass asked the Deputy Clerk to write a letter of thanks on behalf of the Parish Council to Eddie Holtham for his long service as the Parish Council's Footpath representative.

Cllr Alvey advised that he will try to source a new footpath representative and will bring this back to Council.

d) Holbury Manor & Warren Copse -see attached Appendix B.

To note that a letter of apology has been received from a local youth following damage to tree at Holbury Manor and Warren Copse. Noted.

Draft awaiting confirmation at the next Council meeting

E/F 31. To receive a report from the Grounds Manager: Members noted the works required to a wall of a property at Thornbury Avenue, Blackfield which is the responsibility of the Parish Council.

Discussion took place regarding the allotments at Kennels Corner and the structure on a plot made from plastic bottles which does not appear to have been given permission although it has now been present for many years. It was noted that the allotment rules were due to be discussed later on the agenda.

RESOLVED: To accept the report from the Grounds Manager (see attached Appendix C)

E/F 32. To receive a report from the Centre Manager: Further to his report the Centre Manager advised that tickets for the firework event would be on sale shortly at a cost of £2.50 before the event or £5.00 on the night. He added that the event will be bigger and better than before with a 12-minute firework display, a bonfire, a fire dancer, live music and the funfair.

The new Health Check Point purchased via the Town and Parish Fund had arrived yesterday. GP referrals will commence in November using this equipment and it will provide evidence of improvements made during the referral period.

The machine can be used by other groups e.g., the Gang Warily Inclusive Group (GIG), staff members and all customers of the centre as we will be operating a token scheme. He invited Councillors to come to the centre and have a go.

Cllr McElhenny considered that the work the Centre Manager and his team undertook was remarkable, in particular GIG and Senior Keep Fit Classes.

Cllr Alvey queried the furlough funds received – the Centre Manager advised that whilst the furlough claim for September 2021 had been made, the monies had not yet been received. All staff have now returned to their usual hours although there have been minor changes to the rota of the receptionists.

RESOLVED: To accept the report from the Centre Manager (see attached Appendix D).

E/F 33. Monthly Schedule of Accounts for August 2021

RESOLVED: To accept the Monthly Schedule of Accounts for August 2021 (see attached Appendix E).

E/F 34. To consider amendments to the newly agreed allotment rules put forward by plot holders and to agree Allotment fee charged from October 2021. Discussion took place. Members noted that an Allotment Group has not been formed as there were not enough volunteers coming forward as the feeling was there was no need for a formal group. At the meeting of allotment plot holders, the new rules had been debated and the following amendments suggested.

Rule No 10 - You and any helpers must always ensure you lock the gates when entering and leaving the site.

RESOLVED: To amend rule 10 of the Allotment rules to read You and any helpers must always ensure you lock the gates when leaving the site.

Draft awaiting confirmation at the next Council meeting

Rule No 17 - The tenancy agreement can only be held in one name, but plot holders sometimes share a plot with family and friends. In these cases, the named plot holder must be present on site at least 50% of the time. The tenant must advise the council of the name of the helper. Any helpers on site must abide by rules. You are not allowed to sublet your plot. By subletting we mean if a plot is wholly being worked by someone different than the named plot holder. *Allotment tenancies terminate automatically on the death of the tenant.*

RESOLVED: To amend rule 17 Amend to Allotment tenancies terminate automatically on the death of the tenant, however permission from Council could be sought (in writing) upon the death of a tenant as to whether tenancy could be taken over by family of the tenant.

Rule No 28 - You must get written permission from the Allotment Officer if you wish to erect a shed, greenhouse or a poly tunnel. You are permitted to erect a shed no larger than 90cm x 90cm (3 x 3 foot) base without permission from the Council. It can be constructed of wood, plastic or metal. The Council accepts no liability for damage or loss of contents.

RESOLVED: Rule 28 to remain as the original proposal: You must get written permission from the Allotment Officer if you wish to erect a shed, greenhouse or a poly tunnel. You are permitted to erect a shed no larger than 90cm x 90cm (3 x 3 foot) base without permission from the Council. It can be constructed of wood, plastic or metal. The Council accepts no liability for damage or loss of contents.

RESOLVED: That the Parish Council agree to freeze the fee for allotment plots due to be charged in Oct 21- Sept 22 at £32.50, increasing to £35.75 Oct 22 - Sept 23.

E/F 35. To consider proposal to fence part of the Holbury Manor Field: Members considered the proposal put forward.

RESOLVED: To agree in principle that the proposal to fence part of the Holbury Manor field is progressed as long as there is no cost to the Parish Council; after investigation this matter to be brought back to a future Council meeting.

E/F 36. To consider change in grazing area at Newlands. Members discussed the change in grazing area at Newlands and queried the suggested car parking arrangements.

RESOLVED: Subject to advice from NFDC on the proposed car parking area the change in grazing at Newlands can be progressed.

E/F 37. To consider donation of benches from the Model Club based at Gang Warily for installation at the pond at Gang Warily.

The Deputy Clerk wished to clarify to the meeting that the donation was a personal one made by a member of the model club.

Discussion took place on the type of benches requested and the installation of these.

RESOLVED: To accept the proposal of two new benches being purchased for the pond area at Gang Warily from a personal donation by a model club member. Installation costs to be met by the Parish Council estimated at £386.96, budget code 4755/600 OS Maintenance.

Draft awaiting confirmation at the next Council meeting

E/F 38. To consider donation of a clock from the Fawley Mensshed to be installed in the Sensory Garden at Jubilee Hall.

RESOLVED: To accept the donation of a clock from the Fawley Mensshed to be installed in the Sensory Garden at Jubilee Hall. Responsibility for the maintenance of the clock/ replacement batteries etc., to be met by the Mensshed for a period of 5 years.

E/F 39. To consider the suggestion of a memorial planter at Ashlett Creek- Matter referred from Policy, Resources and Personnel Committee meeting held on 04 August 2021.

RESOLVED: To accept the recommendation of the Deputy Clerk; That Councillors agree not to progress the idea of a memorial planter at Ashlett at this time.

E/F 40. Meeting Resolution Updates:

Under minute resolutions at the July meeting

HCC Public Rights of Way: To note Footpath Improvements to Dark Lane/Saxon Road walking route

HCC advise that New Forest District Council have agreed to the general ideas for the Mitigation Project in Fawley presented to them shortly after our site meeting in May. They have requested more detail, which HCC hopes to agree with them at a meeting arranged for next week. Further update to follow.

UPDATE - To note footpath improvements that will be progressed within the Parish - agreed via HCC and NFDC with no cost to the Parish Council.

Cllr Hall considered the footpath improvements to be a waste of money, however it was considered there would be a benefit to the parish and its' residents with costs being met by the County Council.

E/F 41. Councillor news and comments.

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

Cllr Glass advised that he had entered a request that the next meeting of NFDC discusses the possibility of a bylaw/ban regarding parking on pavements. He hoped to have the backing to move this issue forward.

Cllr Coyston advised that the clock at Jubilee Hall was now working correctly and looked pretty good.

Cllr Carcus noted the Quadrant meeting held recently at Exbury.

Cllr Hall thanked Cllr Coyston for his enthusiasm and his skills which were used to resurrect the clock at Jubilee Hall.

Draft awaiting confirmation at the next Council meeting

E/F 42. Correspondence:

a) For response:

- i) NFDC Licensing:** Licensing Act 2003, Statement of Licensing Policy – consultation Noted
- ii) NFNPA:** Consultation on draft New Forest National Park Design Guide Noted.
- iii) NFNPA:** Article 4 Direction, Temporary campsites within classes b and BA of Part 4 of Schedule 2 of the Town and Planning (General Permitted Development) (England) Order 2015 (as amended)

RESOLVED: Cllr Saunders and the Deputy Clerk to agree a response Article 4 Direction, Temporary campsites within classes b and BA of Part 4 of Schedule 2 of the Town and Planning (General Permitted Development) (England) Order 2015 (as amended) and circulate to councillors prior to submission.

b) For information:

- i) NFDC Licensing:** Revised times Temporary Road Closure, various roads Fawley, Christmas Event, Saturday 04 December 2021- closure will be in place no longer than between 16.00 and 19.00hrs. Noted.
- ii) NFDC Parking Office:** This Year it is proposed that free parking will be provided on Saturday 4th December to help promote 'Small Business Saturday' which is a national campaign to support local high streets and independent shops. In the final run up to Christmas, to further support local business we are also suspending parking charges in all our NFDC pay and display car parks on the last weekend before Christmas (18/19th December 2021). Noted.
- iii) Fawley Waterside:** Notification of the date and time of the demolition of the Fawley Power Station chimney. Noted.

c) Available from the office:

- iv)** Police New Forest Partnership Update September 2021 (previously circulated), NFDC Cabinet Forward Plan 01 October 2021 – 30 September 2022 (previously circulated), Waterside Heritage Newsletter 77 (previously circulated). Forestry England: Permitted events in the New Forest Crown Lands – update. Noted.

E/F 43. Date of next meeting: 18 January 2022

There being no further business the meeting closed at 8.40pm.

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Chairman