

Draft awaiting confirmation at the next Parish Council meeting.

FAWLEY PARISH COUNCIL

Minutes of the meeting of Fawley Parish Council held on Wednesday 15 December 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	√ from 7.05pm		
Cllr K Smith		√	
Cllr B Thorne		√	
Vacancy			

In attendance:

Sue Markides, Deputy Clerk

Joshua Bond, Centre & Sports Development Manager

21/056 Apologies for Absence. Apologies were received from Cllrs S Milgate, S Read, K Smith, B Thorne, County Councillor A McEvoy and District Councillor Mark Clark for personal reasons. These were accepted.

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.

21/057 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 21/062 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.

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

21/058 To approve as a correct record the minutes of the Parish Council meeting held on 08 September 2021 (with change in minute numbering noted from items 47-52) and the Extraordinary Parish Council meeting held on 13 October 2021.

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RESOLVED: That the minutes with a correction in minute numbering of items 47-52 of the Parish Council meeting held on 08 September 2021 be signed as a correct record.

RESOLVED: That the minutes of the Extraordinary Parish Council meeting held on 13 October 2021 be signed as a correct record.

21/059 Chairman's Announcements: The Chairman advised of the following:

The Government is not allowing remote council meetings to take place, currently we must meet face to face and the Government Guidance received 10 December 2021 states:

You must wear a face covering in most indoor public places, at large venues and events, and on public transport so we will follow that advice. We have taken other precautions in ventilating the room and providing hand gel, wipes etc. and to limit residual risks we have taken the co-option item off the agenda. I have phoned both the candidates to explain and this item will be placed on the next appropriate agenda.

Following the Extinction Rebellion incident at the refinery I wrote on behalf of the parish to Exxon to raise concern and received a reply to my letter which has been posted on our website. However, residents were not happy with the response and so we arranged a conference call with Stuart Neill External Affairs Manager, Richard Rastall who is responsible for site security and Annie Vaughan Community Affairs Advisor. I raised the issues of concern and in summary, was advised that there is a multi-layered process regarding site security and we have now received a written response which again has been posted on the website – if residents require anything further then there is a number supplied for them to talk to Exxon.

Please note the Parish Council Offices will be unmanned on Friday 17 December 2021 – the Deputy Clerk is on annual leave and the Finance Manager, sickness absence.

Please also note that Cllr Sally Read has not attended a parish council meeting for 5 months but that she hopes to be able to attend in January 2022.

Finally, an update on the encampment at Lepe Road. HCC have been granted a court order and the person concerned has 28 days to vacate the lay by; if this has not happened by 10 January 2022 then the bailiffs are allowed to take action. A further update will be supplied to the next meeting.

Suspension of standing orders

21/060 PUBLIC SESSION There were no members of the public present.

Reinstatement of Standing Orders

Cllr P Saunders arrived at the meeting. He advised he did not have any Declarations of Interest to make.

21/061 To receive written applications (Strictly Private and Confidential) for the office of Parish Councillor and to co-opt a candidate to fill the vacancy in the Blackfield & Langley Ward. This item was not discussed.

21/062 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.

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RESOLVED: Cllrs noted the planning comments that have been submitted under the delegated authority of the Deputy Clerk following consultation and agreed to submit the following observations:

a) Parish List:

Full Planning Permission

21/11538

207-209 Long Lane, Holbury, Fawley SO45 2PD

Proposal: 4 semi-detached houses with parking; demolition of existing buildings

(No 4) We recommend refusal as the parish council considers this to be over development, the proposals are too close to the adjacent properties.

Listed Building Alteration

21/11544

Esso Ashlett Recreation Club, Ashlett Road, Ashlett Creek, Fawley SO45 1DT

Proposal: Replacement of unsafe external fire escape staircase (Application for Listed Building Consent).

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

Full Planning Permission

21/11580

22 Foxhayes Lane, Langley, Fawley SO45 1XX

Proposal: Front boundary fence (Retrospective)

(No 3) We recommend permission

At this point in the meeting Cllr Carcus declared a non-prejudicial interest in planning application 21/11608 as she is a neighbour of this property.

Full Planning Permission

21/11608

Top End, Chapel Lane, Langley, Fawley SO45 1YY

Proposal: Roof lights and external staircase to facilitate use of roof space to existing garage

(No 3) We recommend permission

b) New Forest National Park Authority:

21/00825

Beach Hut 117, Calshot Beach East, Calshot

Proposal: Replacement beach hut (demolition of existing)

(No 3) We recommend permission

c) NFDC Tree Works:

TPO /21/0602

14 Hursley Drive, Langley, Fawley, SO45 1ZU

Proposed work: Oak x 1 Prune

Reason for works: (T12) Crown lifting to 4m to remove low branch obstructing garden of 7 Bernwood Grove

Reason for works: Obstructing garden of 7 Bernwood Grove

The Parish Council **SUPPORTS** this application subject to the advice of the District Council's Officers under their delegated powers.

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21/063 To receive updates from District Councillors & County Councillor:

County Councillor McEvoy had provided the following report:

COUNTY COUNCIL'S FIRST CLIMATE CHANGE ANNUAL REPORT PUBLISHED

Hampshire County Council has issued a detailed overview of its work towards tackling climate change, covering the 12 month period since the launch of its Climate Change Strategy. This first Climate Change Annual Progress Report 2020 – 2021 sets out the significant progress that is being made across the county to reduce carbon emissions and ensure that Hampshire is prepared for the impacts of climate change. The work is focused on key areas like reducing emissions from transport, making homes more energy efficient, generating local renewable energy and protecting and enhancing our natural environment.

The report makes it clear that Hampshire's residents and communities have a vital role in reducing emissions and preparing for the impacts of climate change in their own homes and through lifestyle choices. Multiple projects have therefore been set up to support communities to be active at a local level.

Among the projects featured is The Greening Campaign which has provided support and advice to 40 Hampshire communities, despite COVID-19, to work through a step-by-step process of reducing their carbon footprint. The first steps include taking very simple actions at a household level, such as reducing how much energy and water they use and to be more energy efficient.

At another level, the focus is on actions to generate more local renewable energy. Together with iChoosr, in March 2021, the County Council launched the first Solar Together Campaign in Hampshire – a scheme that offers high-quality solar photovoltaic (PV) panels and battery storage to help residents generate their own green energy - maximising on bulk buying power to offer competitive prices for the purchase of panels. The County Council is also working with Community Energy South to build a network of community energy projects around the county.

Additionally, in supporting households to reduce transport emissions, the County Council secured Government funding for the installation of 50 on-street residential electric vehicle charge points (in Winchester and Eastleigh) and there are plans to extend this wider.

The Annual Report also highlights the critical role the natural environment plays in helping alleviate the impacts of climate change and how investing in initiatives like tree planting (over 1,250 trees during the past 12 months) and the Parish Pollinator Project to make improvements to pollinator habitats in Hampshire's towns and villages, are essential.

In a separate initiative, Hampshire County Council is offering grants to make community buildings more energy efficient as part of its commitment to combatting climate change. Measures that could be funded include solar panels, LED lighting, window replacements or insulation for buildings such as village halls and community centres. Applications are welcome from parish or town councils as well as community groups in unparished areas of Hampshire. For more information, visit: hants.gov.uk/community/grants/grants-list/parish-town-council-investment-

BUS SERVICE IMPROVEMENT PLAN

Hampshire County Council has reached the next important milestone in meeting the ambitions of the Government's 'Bus Back Better' strategy – aimed at driving significant improvements in local bus services (outside of London) - with the approval of its [proposed Bus Service Improvement Plan \(BSIP\)](#).

Draft awaiting confirmation at the next Parish Council meeting.

This sets out the vision and the proposed steps that would be taken to achieve higher standards in bus travel in Hampshire. Hampshire's BSIP aims to be a catalyst for substantially increasing bus use across the whole of the county by creating the conditions that will both attract investment for bus services and infrastructure, as well as grow the number of passengers. A consultation exercise on the proposed BSIP will now be undertaken.

BOOST YOUR IMMUNITY THIS WINTER

Hampshire County Council is backing the NHS call for everyone to 'Boost your immunity this winter' by getting the COVID-19 booster and 'flu vaccine. With COVID-19 infection rates continuing to rise across the county, eligible residents are being urged to get their booster and 'flu jabs as soon as possible.

Free flu jabs are available to adults over 50, anyone with a long-term health condition, healthcare workers and carers, most children aged 2-16 years and pregnant women. A free COVID-19 booster is available to adults over 50, carers and health and social care workers, anyone living and working in care homes, people with certain health conditions and people who live with someone who is immunocompromised.

Residents eligible for the COVID-19 booster will be contacted by the NHS – if anyone has not been contacted within a week of reaching six months since their second jab they can call 119 or [book online via the NHS National Booking Service](#). Those who are eligible for a free 'flu vaccine can book an appointment through their GP surgery or local pharmacy. It is not too late to book a first or second dose of the COVID-19 vaccination: [anyone aged 16+ can book the vaccine through the National Booking System on the NHS website](#), go to a [walk-in clinic](#) or contact their GP surgery.

A326 SOUTH FAWLEY - MAIN ROAD, DIBDEN - NIGHT WORKS

The planned night works at Main Road / Main Road junction, Dibden which includes improvement to the walking/cycling facility at the junction will be delivered over a 3-week period between 8pm and 6am daily, from 22nd November to 3rd November. 3-way temporary signals will be installed followed by a road closure of the junction from 6th December to 10th of December. There will be no weekend workings and all temporary traffic management will be made safe and relaxed during the day.

The justification for this approach and prolonged duration is to enable the works to be delivered safely, minimise the disruption to the network during the day, find efficiencies for the contractor, minimise the impact of diversion through Twiggs Lane (there was a fatality recently at the junction). I have contacted the EHO at NFDC to notify them of the planned night works. You will also receive a copy of the letters sent to the residents at that location. Please email or call if you need any further details, many thanks.

UNPAID CARERS, GET IN TOUCH

Following the Government's announcement of national restrictions, Hampshire County Council is urging unpaid, family carers to come forward to access help, which includes funds to pay for practical support. The County Council works with a network of voluntary organisations who can offer friendly, expert advice and practical support. This includes funding which has been made available to make life a little easier during this unprecedented period. I urge anyone who is offering care in an unpaid capacity to get in touch."

For information on how to apply and general advice visit <http://www.connecttosupporthampshire.org.uk/news>

Draft awaiting confirmation at the next Parish Council meeting.

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.

I WISH YOU ALL A VERY HAPPY CHRISTMAS AND A PROSPEROUS NEW YEAR. WASH HANDS, COVER FACE, MAKE SPACE, GET A JAB.

District Councillors Alvey and Glass had nothing to report and no questions were raised to them by members present.

21/064 To receive a report from the Council's Youth Workers: Cllrs thanked the youth workers for a very good report (see attached Appendix A).

21/065 Updates from Representatives and Nominees on Local Bodies

- a) New Forest Consultative Panel:** Cllr A Carcus advised the December meeting was cancelled.
- b) New Forest Environmental Liaison Committee:** Cllr J Poole & Cllr P Saunders. No meeting. Members asked Cllr Glass as Chairman of the NFELC to enquire whether meetings of this committee will be continuing particularly as there is currently a lot happening on the Waterside that it might be interested in pursuing. Cllr Glass agreed to look into this matter.
- c) Waterside Heritage:** Cllr C McGill had attended the last meeting although he had unfortunately not been advised of a last minute change in venue. He hoped to attend the next meeting.
- d) Police Liaison:** Cllr A Glass & Cllr B Coyston No face to face meeting permitted, it is hoped a meeting may take place in January 2022.
- e) Dibden Allotment Fund:** Cllr A Alvey advised that the fund has returned to remote meetings. Applications from individuals in the parish have been received but no organisational applications from the parish had been received since the last meeting.
- f) New Forest Association of Local Councils:** Cllr D McElhenny and Clerk/RFO (see minutes attached, Appendix B)
- g) Local Cycling and Walking Infrastructure Plan:** Cllr D McElhenny No meeting.

21/066 Minutes of Committees:

a) Estates & Facilities

Cllr Glass presented the minutes of the Estates and Facilities Committee meeting held on 13 October 2021.
RESOLVED: That the minutes of the Estates and Facilities Committee meeting held on 13 October 2021 are received.

b) Policy, Resources & Personnel

Cllr Poole presented the minutes of the Policy, Resources & Personnel Committee meeting held on 17 November 2021.

RESOLVED: That the minutes of the Policy, Resources & Personnel Committee meeting held on 17 November 2021 are received.

21/067 a) Monthly Schedule of Accounts for October & November 2021 including up to date bank reconciliation – Chairman to agree and sign the bank statement at the meeting

Cllr D Poole left the meeting.

Members noted the incorrect entry listing the payment to the company credit card under the payments for November 2021.

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RESOLVED: To accept the Monthly Schedule of Accounts for October and November 2021 (noting the incorrect entry on the payments list for November 2021) including up to date bank reconciliation signed by Cllr Alvey as Chairman (see attached Appendices C & D).

To note that CCLA Interest received will continue to be allocated to EMR 323 previously called Buildings Maintenance, now GW Car Park. Noted.

Cllr D Poole returned to the meeting.

21/068 To consider recommendation from the Policy, Resources & Personnel Committee to agree Council budget as £643,326.23 for 2022/23 subject to further information being received on the salary increases for 2022-23 and a review by the new Clerk /RFO following which a precept request of to be made to NFDC in January 2022. Discussion took place. It was noted that an Extraordinary meeting may need to be called if changes are required.

RESOLVED: To accept the recommendation from the Policy, Resources & Personnel Committee to agree the Council budget as £643,326.23 for 2022/23 subject to further information being received on the salary increases for 2022-23 and a review by the new Clerk /RFO following which a precept request to be made to NFDC in January 2022.

21/069 To receive the Internal Audit (First Interim) Report – The Deputy Clerk advised that work is being undertaken to reduce the amount of debt owed to the Council.

RESOLVED: To accept the Internal Audit (First Interim) Report (see attached Appendix E) and

- a) **Responses to Recommendations were agreed as presented** – Fidelity Guarantee Insurance to be increased to £600,000 per annum with immediate effect (see attached Appendix F)
- b) **Other Matters to be brought to the Council's Attention were agreed as presented** (see attached Appendix G)

21/070 To agree the use of EMR 327 towards the replacement costs of the AWS 3G 5 a side pitches. Members noted the update report from the Centre & Sports Development Manager and further noted that funding applications looked promising so far.

RESOLVED: To agree to use up to £14,686.52 from EMR 327 AWS Replacement subject to external funding being received towards the replacement costs of the AWS 3G 5 a side pitches at Gang Warily Recreation Centre.

21/071 To note the Council will be applying to the HCC Parish and Town Councils Grants to tackle Climate Change Scheme for funds to install energy efficiency measures at Gang Warily Recreation Centre. Members noted the funding currently being investigated – the Centre and Sports Development Manager advised that there a few options being considered including the installation of solar panels on the roof of the Gang Warily Recreation Centre and replacement windows also for Gang Warily. These applications are in the early stages and further information will be brought back to Council.

21/072 To seek approval for the installation of a separate alarm system for the bar area of the Blackfield and Langley Football Club which will require a further amendment to the recently agreed licence. Members noted the request from the football club for a separate alarm system for the bar. It was noted that the Council will still be able to use the area and that new responsibilities between the Centre and the football club will be decided becoming an addendum to the licence recently agreed.

RESOLVED: To approve the installation of a separate alarm system for the bar area of the Blackfield and Langley Football Club at no cost to the Council with responsibilities for the Centre and the club as an addendum to the recently agreed licence.

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21/073 To receive scheme suggestions for use of Section 106/Developers Contributions (in the region of £30,000) held by NFDC and allocated to transport schemes in Fawley Parish.

Three suggestions had been put forward – cycleway/footpaths to Calshot, all weather circular footpath around Gang Warily and the provision of bus shelters. It was **AGREED** that a report could be compiled in January 2022 which could be sent to NFDC asking them to assess the ideas and hopefully progress them. Cllr J Poole queried whether a free bus to Asda could be reinstated.

21/074 To receive a report from the Operations Manager responsible for Events relating to the Queen's Platinum Jubilee and Armed Forces Day and to note and agree proposals.

Members noted the proposals put forward and **AGREED** that these should be progressed. Cllr Coyston queried whether the helicopter landing planned for Armed Forces Day would cause any damage to Gang Warily – it was noted that this would most likely be in an area roped off by the pond. Cllr Glass suggested the Lord Lieutenant of Hampshire is invited to open the day.

21/075 To note grant feedback forms received:

- a) **Waterside Heritage** Noted.
- b) **Victim Support** Noted.

21/076 To receive a verbal update from the Deputy Clerk regarding the Dog Walking Project on the Old Golf Course at Gang Warily.

The Deputy Clerk advised the meeting of an update received from the NFDC Head of Planning as follows:

I am writing to update you on the progress of work to enhance Gang Warily, as part of NFDC's Recreational Mitigation Programme I realise that there has been a long delay in this project for a number of reasons. Following NFDC's procurement processes my team have reviewed all returned tenders and subject to some clarifications, I am happy to say that we are close to appointing a preferred contractor to carry out the works. With this in mind, I am keen to progress the formal agreement with Fawley Parish Council to enable the works to be carried out and to establish the future management regimes. As discussed earlier in the year I have instructed my team to produce a Service Level Agreement and Landscape Management Plan which is being completed and will be shared with you once the final draft has been reviewed by the Legal Team. The signed agreement is key to progressing this project and I will be pushing to get it to you as soon as possible.

I hope that provides a useful update. I will confirm who the contractor is and forward you the draft document as soon as I am able, I suspect this will be in the New Year.

Noted.

21/077 Meeting Resolution Update:

21/52 from meeting 08/09

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.

TO NOTE: that the system is currently being used on a trial basis free of charge until the end of February 2022 to ensure that it is capable of providing a suitable risk management system for the Council. Noted.

21/078 Councillor's News and Comments. Cllrs are reminded that this agenda item involves no more than an exchange of information.

Cllr McElhenny advised of his attendance on the Personal Safety for Councillors webinar held on 08 December 2021. The Deputy Clerk has suggested that the guide is added to the Councillors handbook.

FPC20211215M

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ClIr Hall queried the length of time the road works, particularly those at the Kennels Corner Roundabout are taking. It was **AGREED** that a letter should be sent to the County Councillor asking for an end date and advising of the huge inconvenience being experienced by residents although it was noted that she has already tried to expedite these works.

ClIr Carcus advised she had attended a Zoom meeting relating to Counter Terrorism.

ClIr Glass advised that he now sits on the Partnership for Urban South Hampshire – Joint Overview and Scrutiny Committee which had recently noted that a report relating to transport on the waterside had omitted the Hythe Ferry. The report has now been recalled.

21/079 Correspondence:

- a) **For information:**
 - i) Water for Life Hampshire – preferred option submitted to regulators (previously circulated). Noted.
- b) **Available from the Office:** Police New Forest Partnership update – November 21 (previously circulated), NFNPA Park Life Autumn/Winter 2021, Friends of the New Forest Forest Matters Autumn/Winter 2021, NFNPA Annual Review 2020-2021, Clerks and Councils Direct November 2021.

20/080 Date of next meeting: 16 March 2022

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.

20/081 To receive a verbal update from the Deputy Clerk relating to land at Gang Warily currently leased to the Scouts and Guides.

The Deputy Clerk advised that the valuer acting for the Council had contacted the solicitor of the Scouts and Guides advising of the Council's meeting date but had not received a response.

21/082 To receive a verbal update from the Deputy Clerk relating to the 5-year Open Market rent review required on the Cell Mast lease at the Groundsmans Compound.

The Deputy Clerk advised that the Senior Surveyor acting for the Council in the market rent review for the cell mast has informed that based on comparables obtained from the region he has requested a new rent in the region of £5500 pa backdated from 26/03/2020. He hopes to hear back shortly from the lessee.

21/083 To consider appointment of panel of three councillors to conduct probation meetings with Clerk (to be held after 6 weeks, 3 months & 6 months).

RESOLVED: ClIrs Alvey, Glass and D Poole to be appointed to conduct the probation meetings with the new Clerk/RFO (to be held after 6 weeks, 3 months & 6 months).

The Chairman thanked the Deputy Clerk and the staff who have supported her for their work during the last year and wished those present a Merry Christmas and Happy New Year.

There being no further business the meeting closed at 8.10pm.

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Chairman