

## FAWLEY PARISH COUNCIL

Minutes of the meeting of Fawley Parish Council held on Wednesday 16 March 2022 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 7.03pm		
Cllr K Smith	√		
Cllr B Thorne	√		
Vacancy			

### **In attendance:**

Stephanie Bennett, Clerk/RFO to the Council  
Sue Markides, Deputy Clerk

**Also present:** District Councillor Mark Clark, one member of the public.

**21/084 Apologies for Absence.** Apologies were sent by Cllrs B Coyston, S Milgate & S Read.

### **21/085 Declarations of Interest.**

Cllr Glass declared a non-prejudicial interest in agenda item 21/090 Planning, as he is a member of the New Forest District Council Planning Committee.

Cllr McElhenny declared a pecuniary interest in planning application 22/10104 and stated he would leave the room when this was discussed.

**21/086 Minutes: RESOLVED** that the minutes of the Parish Council meeting held on 15 December 2021 be confirmed as a correct record.

### **21/087 Chairman's Announcements.**

Cllr Alvey advised of the following:

#### What we are doing at the Annual Parish Meeting

The Clerk has been trying to organise presentations from NFDC, Friends of the Earth, and HCC on Recycling and the new Waste Strategy. If this cannot be arranged, then the fall-back

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position is a presentation by St Barbe's museum who are keen to "spread their wings" around the District.

There is an item on the Annual Parish Meeting agenda covering other matters.

We are putting together the plans for the Jubilee and more details will be released soon with a beacon lighting and community picnic planned.

Armed Forces Day has received £4,000 grant from MOD (the largest yet) and planning is proceeding well.

Following the relaxation of COVID restrictions I am pleased to say that the Council is fully back at work and has been for some time. Jubilee Hall office is open for enquiries and NFDC business. At Gang Warily all our fitness classes and groups are back in operation.

The annual Great British Spring Clean is once again upon us and this year we are focussing on Calshot. We will meet at St George's Hall at 10.00am on Saturday 26 March where we will hand out litter pickers and bags. All Councillors and volunteers welcome. Let's hope for good weather.

I have been informed that our suggestions for spending the outstanding Section 106 and CIL monies have been accepted by NFDC. There is approximately £30,000 available. Our priority was to improve some of the bus stops and shelters and I will be discussing with the Clerk how we should proceed with this work.

I have been asked to remind you that if any family is in need of help, please contact Amy the youth worker if you think that we might be able to find them any information or contacts. There is also the option of an application to Dibden Allotments fund. Application forms are available at our offices.

### **21/088 Public Session**

A member of the public introduced himself to the meeting and advised of the work of the Waterside Cycling Action Group (WCAG) which was formed around December 2020 to discuss failings in design of the five roundabouts on the A326 in relation to safe crossings for cyclists, walkers and equestrians.

He further advised of the proposals for the Long Lane service road and his contact with Cllr McElhenny and of work with HCC to alter their proposals e.g., the road crossing of Cadland Road and a light controlled crossing of the A326 south of the Applemore Roundabout.

The group have responded to HCC's proposals for the service road but have had no reply since last summer even when chasing them and have also responded to the Local Cycling and Walking Infrastructure Plan and Transforming Cities Fund routes.

He is happy to forward further detail on the schemes to councillors and has already been in touch with Cllr McEvoy and put questions to her.

### **21/089 Co-option:**

**RESOLVED:** To Co-Opt Matthew Hartmann as Councillor for the Blackfield and Langley Ward. The Clerk to arrange the signature of the Declaration of Office.

## 21/090 Planning

- a) The planning list of New Forest District Council:

Full Planning Permission

22/10152

Land of Juneda, New Road, Blackfield, Fawley SO45 1WA

Proposal: Dwelling to front of Juneda

Extension request agreed

**(PAR 5)** We are happy to accept the decision reached by the District Council's Officers under their delegated powers.

Full Planning Permission

22/10157

Fingle Bridge, Blackfield Road, Blackfield, Fawley SO45 1WD

Proposal: Single-storey rear extension; outbuilding

Extension request agreed

**(PAR 3)** We recommend permission

Cllr McElhenny left the meeting.

Full Planning Permission

22/10104

Esso Petroleum Company Limited, Marsh Lane, Fawley SO45 1TX

Proposal: Replace the existing steam silencer located on the Cogen Unit

**(PAR 3)** We recommend permission

Cllr McElhenny returned to the meeting.

Full Planning Permission

22/10168

Baroy, Lea Road, Langley, Fawley SO45 1YW

Proposal: Chalet bungalow; demolition of existing bungalow

**(PAR 3)** We recommend permission

Full Planning Permission

22/10188

Cheverell, Chapel Lane, Langley, Fawley SO45 1YX

Proposal: Flat roofed timber clad single storey detached garden room and storage shed

**(PAR 3)** We recommend permission

Full Planning Permission

22/10198

Geo Speciality Chemicals, Charleston Road, Hardley, Fawley SO45 3ZG

Proposal: Storage tank

**(PAR 3)** We recommend permission

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Full Planning Permission

22/10232

10 Alum Close, Holbury, Fawley SO45 2GY

Proposal: Single-storey rear extension (part retrospective)

**(PAR 2)** We recommend refusal due to concerns regarding the height of the extension and the rainwater run off but would accept the decision reached by the District Council's Officers under their delegated powers.

Full Planning Permission

22/10220

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

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

**(PAR 3)** We recommend permission

The planning comments submitted under the delegated authority of the Deputy Clerk following consultation with Councillors were noted.

### **21/091 New Forest District Council and Hampshire County Council**

County Cllr McEvoy was unable to attend the meeting but had forwarded a report.

District Councillor Mark Clark advised of his appointment to a Task and Finish Group which is considering how the customer services of NFDC are provided.

District Councillor Glass raised his concern and advised that he will be obtaining local opinions on the introduction of wheelie bins where suitable.

Cllr Alvey advised that NFDC had agreed the Council tax for the coming year. The different amounts making up the total bill, for an average Band D property had increased by:

Hampshire County Council 2.99%

New Forest District Council 2.73%

Police and Crime Commissioner 4.42%

Hampshire Fire Service 7.10%

Fawley Parish Council, 1.73%

In addition, NFDC rents will increase by 4.1% and service charges will increase 3.8% from 01 April 2022.

Cllr Alvey also advised that NFDC have agreed a grant of £10,000 to part fund the All-Weather Court at Gang Warily.

NFDC will meet on Monday to discuss the Solent Free Port which will cover ExxonMobil and Fawley Waterside.

### **21/092 External Bodies**

Councillors reported:

- a) New Forest Consultative Panel: Cllr A Carcas Meeting postponed.

- b)** New Forest Environmental Liaison Committee: Cllr J Poole & Cllr P Saunders  
No meetings held - as the previous Chairman of this committee Cllr Glass will enquire whether these meetings will continue.
- c)** Waterside Heritage: Cllr C McGill No correspondence received.
- d)** Police Liaison: Cllr A Glass & Cllr B Coyston No meeting.
- e)** Dibden Allotment Fund: Cllr A Alvey advised that the fund has awarded £5000 to FPC towards the All-Weather pitches. He asked that if anyone knows of families in distress, application forms are available within the parish and if help is required in completing them, then the Clerk at DAF is happy to assist.
- f)** New Forest Association of Local Councils: Cllr D McElhenny and Clerk/RFO.  
Members noted the minutes provided.
- g)** Local Cycling and Walking Infrastructure Plan: Cllr D McElhenny advised he had been working with the Waterside Cycling Action Group and would keep the council informed. Questions had been submitted to HCC via the County Cllr and it was hoped a response would be received soon. Cllr Glass requested that he be provided the questions asked of NFDC and he would take this up with Claire Upton-Brown

#### **21/094 Committees**

Council received the minutes of the Estates & Facilities Committee meeting 19 January 2022 and the Policy, Resources & Personnel Committee meeting 16 February 2022 and the report of the Clerk on ratification of recommendations to council

**RESOLVED:** To receive the minutes of the committees and agree the ratification of Committee recommendations.

#### **21/095 Grant Applications**

**RESOLVED:** To award a grant to Victim Support of £100.00 and receive the feedback report of Fawley Events Committee.

The Council was disappointed not to receive feedback from 6<sup>th</sup> New Forest East Sea Scouts

#### **21/096 Insurance**

Councillors considered the report of the Clerk.

**RESOLVED:** To agree:

- a. the appointment of Primmer Olds to undertake rebuild cost valuations of the four sites for a cost of £2375. The cost to be funded from general reserves.
- b. to extend the contract with Zurich for a further 12 months from 1 June 2022 to 31 May 2023.
- c. to agree an increase of 10% rebuild costs as an interim measure; rebuild costs to be adjusted when made available.
- d. Council to undertake quotes/tendering in preparation for the policy year 01 June 2023 – 31 May 2024.
- e. All additional insurance costs for 2022 – 2023 to be funded from general reserves.

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### **21/097 Council Structure**

Councillors considered the report of the Clerk.

**RESOLVED:** To agree the structure of Council and Committees and the Calendar of meetings for the period April 2022 – May 2023 as presented with the exception of the Planning Committee meeting which will be held on a trial basis at 6pm prior to council/committee meetings being held. The proposed meeting date of the Estates and Facilities Committee on 06 April 2022 will be adjusted to be a tour of the parish open spaces

The member of the public left the meeting.

### **21/098 Standing Orders**

**RESOLVED:** To agree the reviewed Standing Orders as presented with the following amendments:

Committee chair appointments to be made by Committee at their first meeting of the year  
Under Policy, Resources and Personnel

Remove 12e - not required for Fawley Parish Council,

Remove i) Procurement under Areas of Responsibility, Policy, Resources & Personnel Committee – duplicate entry

Adjust k) Development of revenue and capital spending plans

### **21/099 Staff Structure and Salary Review:**

**RESOLVED:** To agree the timeline, policy of the review and communications plan of the Staff Structure & Salary Review.

**21/100 Interim Audit:** Councillor Alvey thanked the Finance Manager and the Deputy Clerk for the excellent report received.

**RESOLVED:**

- a) To accept the Internal Audit Report of February 2022
- b) To accept the Responses of the Clerk to Recommendations of the Internal Auditor

### **21/101 Finance**

**RESOLVED:**

- a) To receive the accounts payable for the period 01/02/2022 – 28/02/2022
- b) To receive the bank reconciliations of 31 January and 28 February 2022

### **21/102 Website**

Members considered the report of the Clerk

**RESOLVED:**

To agree:

- a. The appointment of Aubergine262 to provide the new website for the Council at a cost of £1673 for year 1 and £698 for years 2 and 3.

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- b. The inclusion of training for 3 members of staff and up to 2 councillors at a cost of £199 per person.
- c. The inclusion of additional support for year 1 at £720 for 12 hours.
- d. The additional costs for website build, training and support to be funded from underspend of 2021 – 2022.

### **21/103 Covid testing Policy**

#### **RESOLVED:**

- a. To adopt the Covid Testing policy
- b. To agree the additional budget for Covid testing of appropriate staff for 6 months
- c. Update to be included in Council and Policy Resource and Personnel Committee agendas.

### **21/104 Compound Soakaway**

Members considered the report of the Grounds Manager

**RESOLVED:** To agree the report and accept the recommendation of the Grounds Manager that Quote B to commission the Compound Soakaway works is approved at a cost of £9025 plus VAT.

The Council agrees the over expenditure of budget code 4485/600 by £2375.00.

Cllr D Poole left the meeting.

### **21/105 Licence**

**RESOLVED:** To agree the draft licence agreement for Blackfield and Langley Football Club with the following amendment under Point 6 License fee, change to read clause 14.

Cllr D Poole returned to the meeting.

### **21/106 Mobile Phones**

**RESOLVED:** To accept the recommendations of the Clerk as follows:

- a. The Council contracts to Onecom for the provision of 9 sim cards at a cost of £63 a month for 2 years.
- b. The Council purchases 5 tough mobile units and 4 non tough mobile units at a cost of £1450.
- c. At 24 months the Council reconsiders its mobile technology access needs.
- d. Non-working (outside warranty) and lost phones are replaced using low cost non tough phones.
- e. Cost to be added to telephone budget and funded from general reserves.

### **21/107 Action Plan**

The action plan was received.

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Cllr Hall requested that the minutes noted his concern regarding future costs of maintenance of the dog walking area at Gang Warily.

**21/108 Councillor's News and Comments.**

Cllr Saunders advised that the new swings at Renda Road are being used and the area is quite busy.

Cllr Carcus felt that the planters on the roundabout looked very nice.

Cllr Josie Poole asked if the Council could plant more daffodils to cheer everyone up.

Agreed that the Grounds Manager be asked to consider where to plant more daffodils.

**21/109 Correspondence:**

The following was available at the meeting:

NFDC Licensing: Temporary Events Notice: Vibrant Forest Brewery, Unit 3, The Purlieu Centre, Hardley Industrial Estate, Hardley SO45 3AE, Beer Festival, The sale by retail of alcohol, provision of regulated entertainment, 26 March 200 10.00hr – 21.00 hrs, 499 person.

Clerks & Council's Direct March 2022 Issue.

**21/110 Exclusion of public and press:**

**RESOLVED:** To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential

**21/111 Chairman's Cup and Awards at Annual Parish Meeting**

**RESOLVED:**

- a. To agree the recipient of the Chairman's Cup.
- b. To agree a special award for Jan Hayter in recognition of her contribution to the community.
- c. To agree a £50 gift voucher to be provided to the recipient of the Chairmans Cup

**21/112 Annual Leave**

Members considered the report of the Clerk

**RESOLVED:**

- a. Council adopts the proposed interim annual leave carry forward policy of 10 days for the year 2021 – 2022 into 2022 – 2023.
- b. Council agrees to remunerate all outstanding leave above 10 days/2 weeks pro rata to the discretion of the employee; cost to be funded from salaries budget outturn.
- c. Payments to be made in April salary run.
- d. Manager's discretion is permitted on the annual leave carry forward figure.

Date of next meeting 20<sup>th</sup> April 2022

There being no further business the meeting closed at 8.43pm.

..... Chairman