

## FAWLEY PARISH COUNCIL

### POLICY, RESOURCES AND PERSONNEL COMMITTEE

Minutes of a meeting of the Policy, Resources and Personnel Committee held on Wednesday 12 February 2020 at 7.00pm in the Jubilee Hall, Fawley.

Members	Present	Apologies	Absent
Chairman Cllr B Thorne	✓		
Vice-Chair Cllr A Alvey	✓		
Cllr A Glass	✓		
Cllr S Milgate	from 7.04 pm		
Cllr J Poole		✓	
Cllr A Sanders		✓	
Cllr K Smith	✓		

**Also Present:** Cllr B Coyston, Cllr Brian Hall, Cllr D McElhenny, 3 members of the public.

#### **In Attendance:**

Steve Postlethwaite, Clerk/RFO to the Council  
Sue Markides, Deputy Clerk

Cllr Alvey in the Chair, as Cllr Thorne whilst present, had requested the Vice Chair to chair the meeting.

#### **PRP 45. Apologies.**

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.

#### **PRP 46. Declarations of Interest.**

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

Cllrs Glass and Thorne declared a non-prejudicial interest in agenda item 50 Planning, as they are members of the New Forest District Council Planning Committee. They stated that they would consider the applications on the evidence in front of them at this point in time. Cllr Glass also declared a prejudicial interest in planning application 19/11580 as he has previously spoken to the owner of 7 Cherryton Gardens regarding his planning application - he stated he would remain in the meeting but would not take part in the vote.

Cllr McElhenny declared a pecuniary interest in planning applications 19/11568, 19/11569 and 19/00939 as these all related to his previous employment.

Cllr Alvey declared a prejudicial interest in tree work application TPO 20/0027, 5 Stag Gates, Blackfield as this is near to his property.

46.2 To receive written requests for dispensations for disclosable pecuniary interests

None

46.3 To grant any requests for dispensation as appropriate None

**PRP 47. Minutes: RESOLVED:** That the minutes of the meeting held on 13 November 2019 be confirmed as a correct record.

Standing Orders were suspended

**PRP 48. PUBLIC SESSION**

A member of the public wished to speak on planning application 20/10019, Heath View, The Pentagon: she advised that whilst planning permission had already been granted for the site this new application has been submitted with changes made to take into account the comments of the neighbours. She was happy to answer any questions that councillors may have.

Standing Orders were re-instated

**PRP 49. Chairman's Remarks:** The Chairman advised of the following:

The New Forest National Park Authority planning application 19/00953, Land of the former Flying Boat Inn Site, Calshot Road, Calshot - Outline application for 7no dwellings; access and layout will be considered at the Planning Committee meeting of the NFNPA on 18 February at Lymington Town Hall 9.30 am. If anyone wishes to speak please contact Member Services by 17.00 on Thursday 13 February 2020. (Previously circulated to all Cllrs on 7/2/2020)

The Parish Council comment made under delegated authority by the Clerk after consultation with councillors was No 3, We recommend permission.

**PRP 50. Planning**

**a) Parish List:**

Full Planning Permission

19/11581

3 May Crescent, Holbury, Fawley SO45 2GS

Proposal: Single-storey rear and front extensions; pitched roofs to existing dormers; car port  
**(No 3)** We recommend permission

Full Planning Permission

19/11580

7 Cherryton Gardens, Holbury, Fawley SO45 2FS

Proposal: Erection of double garage; widen dropped kerb on Rollestone Road

**(No 4)** We recommend refusal as the Parish Council supports the comments submitted to the meeting by the 2 nearby residents and notes the advice of the Hampshire Highways to the applicant that they will need to submit written evidence that the Parish Council has granted them permanent Right of Way over their land – this has not currently been agreed and if this permission is granted then a precedent for access over this land will be set.

Full Planning Permission

19/11435

68 Long Copse, Holbury, Fawley SO45 2LA

Proposal: Erection of a single storey rear extension on a concrete base. 2 sides glazed, 1 side solid and roof tiled to match existing bungalow

**(No 3)** We recommend permission

Full Planning Permission

20/10029

Green Edge, Northampton Lane, Blackfield, Fawley, SO45 1WR

Proposal: Single-storey front extension; replacement roof to conservatory at rear

**(No 3)** We recommend permission

Cllr McElhenny left the meeting

Full Planning Permission

19/11569

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

Proposal: New storage tank 462X (Block 12)

**(No 3)** We recommend permission

Full Planning Permission

19/11568

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

Proposal: New storage tank 472X

**(No 3)** We recommend permission

Cllr McElhenny returned to the meeting

Full Planning Permission

20/10010

Blackfield Neighbourhood Centre, Heather Road, Fawley SO45 1DZ

Proposal: Change of use for short term residential accommodation (5 bedsit units); minor elevational changes

**(No 3)** We recommend permission however the Parish Council would like to be assured that all local neighbours have been properly contacted regarding this application.

Full Planning Permission

20/10019

Heath View, The Pentagon, Fawley SO45 1EE

Proposal: Dwelling; garage; associated landscaping

**(No 3)** We recommend permission subject to the same condition as our previous comment i.e. that the upper window with the Juliet balcony is replaced with a standard window to reduce concerns regarding overlooking of the neighbouring property.

Full Planning Permission

20/10066

1 May Crescent, Holbury, Fawley SO45 2GS

Proposal: Single storey front extension

**(No 3)** We recommend permission

FOR INFORMATION ONLY

Lawful Development Certificate

20/10014

44 Larkspur Gardens, Holbury, Fawley SO45 2QH

Erection of a single storey rear extension (Lawful Development Certificate that permission is not required for proposal) Noted.

**b) New Forest National Park Authority:**

Cllr McElhenny left the meeting

19/00939

Land opposite Stone Hill Farm (Bilcombes Field), Badminton Lane, Fawley SO45 1BX

Proposal: Creation of temporary vehicular access track

**(No 4)** We recommend refusal as this would mean the removal of 2 significant trees of amenity value for the sake of a 2 year temporary road; we would like to recommend that an alternative route is found that does not impact on the trees.

Cllr McElhenny returned to the meeting

**c) New Forest District Council Tree Works:**

Application TPO 20/0027

5 Stag Gates, Blackfield, Southampton SO45 1SR

Proposed works: Oak x 2 –

T6 Reduce crown to balance tree, reduce extending branches by up to 2.5m

T7 Reduce crown to balance tree, reduce extending branches by up to 2.5m

Reason for works: Maintenance

The Parish Council **SUPPORTS** this application subject to the advice of the District Council Arboriculturist.

Application TPO 20/0037

Land at Lime Kiln Lane, Holbury

Proposed works:

G3 Ash x 1 – Crown raise over public footpath by circa 4-5 metres

Oak x 2 - Crown raise over public footpath by circa 4-5 metres

Reason for work: To allow for suitable clearance over foot path & development. Trees are to be pruned as per recommendation from Arboricultural Method Statement / Consultant

Hugo Loudon/July 2018

G4 Oak x 3 - Crown raise over public footpath by circa 4-5 metres

Reason for works: To allow for suitable clearance over foot path & development. Trees are to be pruned as per recommendation from Arboricultural Method Statement / Consultant

Hugo Loudon/July 2018

The Parish Council **SUPPORTS** this application subject to the advice of the District Council Arboriculturist.

**PRP 51. Monthly Schedule of Accounts including interest received from CCLA Investments October, November & December 2019 and up to date bank reconciliation.**

**RESOLVED:** To accept the Monthly Schedule of Accounts including interest received from CCLA Investments October, November & December 2019 and up to date bank reconciliation (see attached Appendices A, B, C & D).

**PRP 52. To note Graphic User Interface information relating to Income & Expenditure for Admin.**

**RESOLVED:** To accept the summary of Income & Expenditure for Admin (see attached Appendix E).

**PRP 53. To receive Monthly Payment Schedule for December 2019.**

**RESOLVED:** To accept the Monthly Schedule of Accounts for December 2019 (see attached Appendix F).

**PRP 54. To consider under Section 137 LGA 1972 grant applications received from the following:**

Members considered that they would prefer to support small, local charities and that the budget remaining for financial year 2019 - 2020 should be transferred over to financial year 2020 – 2021. Cllr Alvey asked if any members knew of any local organisations that might need a grant then please get them to apply.

**a) Victim Support:** No award

**b) Citizens Advice New Forest:** No award

**RESOLVED:** The remaining monies under budget code 4135, Grants S137, of £1250 for financial year 19 - 20 to be accrued for use in financial year 20 - 21.

**PRP 55. Strategic Action Plan 19-23 objectives for the Economy –** To note the Strategic Action Plan 19-23 has been reviewed after being presented to the December Parish Council meeting and the amended draft version will be brought to the Parish Council meeting due to be held in March . Noted.

**PRP 56. To recommend acceptance of reviewed lease between New Forest District Council and Fawley Parish Council relating to the QEII Recreation Ground for a term of 99 years to the Parish Council meeting due to be held 11 March 2020.**

**RESOLVED:** To recommend acceptance of reviewed lease between New Forest District Council and Fawley Parish Council relating to the QEII Recreation Ground for a term of 99 years to the Parish Council meeting due to be held 11 March 2020.

**PRP 57. Resolution updates:** None

**PRP 58. Correspondence:**

**a) For response:**

**i) NFNPA:** Draft Revised Habitat Mitigation Scheme Supplementary Planning Document. Public Consultation for six weeks from Wednesday 08 January 2020 to midday Wednesday 19 February 2020 - Cllrs to respond individually. Noted.

**ii) NFDC Press Release:** Notification of householder survey for NFDC's waste and recycling

review (previously circulated), survey available online [www.newforest.gov.uk/wastesurvey](http://www.newforest.gov.uk/wastesurvey)  
Closing date of 14 Feb 2020 was noted.

**iii) Hampshire County Council:** Consultation - Help shape Hampshire's library service for the future. 09 January 2020 – 18 March 2020. Councillors to respond individually. The meeting noted that Blackfield Library is under threat and Cllr McElhenny had attended the drop in session last week.

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/library-consultation>

**b) For information:**

**i)** As previously reported the Council has been successful in an application to the Woodland Trust and will receive 420 trees sometime around mid-March. A tree planting morning at Newlands Park is now planned for Saturday 28 March 2020 between 09.30 and 12.30pm with community groups, members of the youth club and council staff – cllrs are of course, welcome to join in. Members noted that a maximum of 20 volunteers from the different groups are required.

**ii) NFDC Chief Planning Officer:** Notification of Appeal Planning application 19/10555, Waybak House, Exbury Road, Blackfield, Fawley SO45 1XD, Detached car port Noted

**iii) New Forest Spring Clean** - date provisionally set as Saturday 18 April 2020 pending confirmation with Exxon. Subject to use of St Georges Hall Councillors hoped that the NF Spring Clean could take place in Calshot.

**c) Available from the Office:**

NFDC Cabinet Forward Plan 12 month period commencing 01 February 2020

**PRP 59. Cllrs News and Comments**

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

Cllr Glass advised of the registration process required to be completed by residents if they wish to use a HCC refuse tip.

Cllr Hall reported that Exxon have still not repaired the south bank at Ashlett Creek. The Clerk advised that he will follow this matter up.

Cllr Hall had tried without success to report large potholes at the exit of School Road/Calshot Road to HCC. The Clerk advised that he will report this matter on his behalf.

Cllr Smith advised that he has joined an online group called "Nextdoor" and has noted the comments made by other users of the site regarding benches within the parish. Some benches are the responsibility of Fawley Parish Council but others are Hampshire Highways which despite several attempts he had found very difficult to contact; the Clerk had therefore raised his concerns/queries with them. Benches do appear to have been removed from the parish so if anyone has any information on this perhaps they could contact the Clerk.

Cllr Milgate wished to thank the Council for the bench which has recently been installed at Calshot (made by the Fawley Mens Shed). He also advised that Gang Warily gym members are pleased with the new equipment which the Clerk advised was installed following receipt of a grant from HCC.

**PRP 60. Date of next meeting: TBC. Noted**

**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.

**PRP 61. Staffing matters:**

- a) The Clerk/RFO will be attending the Society of Local Council Clerks National Conference 26 & 27 February 2020, giving a presentation on Community Safety and Risk Management. Fee inclusive of accommodation for attending the conference is at a reduced rate of £319 (as opposed to £424).

Members noted the reduction in fee. The presentation by the Clerk will be made available to members of the council.

Please note that there will be a skeleton staff in the council offices at this time as the Deputy Clerk is on annual leave (previously agreed). Noted.

- b) To note that the Clerk to the Council is now Hampshire's Representative on the National Committee of Parish Council Clerks. Members noted that this may require one trip away from the office per annum.

- c) Staff Salaries for 2020 – 2021.  
Discussion took place on the information provided and salary increments were reviewed. Cllr McElhenny advised that he was uncomfortable receiving the information provided and had not looked at it. The Clerk advised this is a legal requirement that is in the Council's financial regulations and is part of the audit process.

**RESOLVED:** To accept the staff salaries for 20 - 21 with increments as presented.

- d) To note appraisal of the Clerk has been completed by councillors Alvey, McElhenny and Thorne. Noted.

Cllr Alvey asked for nominations for the Annual Citizen of the Year award.

There being no further business the meeting closed at 8pm.

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Chairman