

11 JUNE 2007
FAWLEY PARISH COUNCIL

POLICY, RESOURCES AND PERSONNEL COMMITTEE

Minutes of the meeting of the Policy, Resources and Personnel Committee held on Monday 11 June 2007 at 7.00pm in the Jubilee Hall, Fawley Parish Council.

p Cllr Lee Dunsdon (Chairman)
p Cllr R Lewis (Vice Chairman)

Present:

	Cllr Mrs S Courtney	p	Cllr M Fidler
p	Cllr E Holtham		Cllr B Maynard
p	Cllr R Wappet		

Also Present:

Cllr Mrs M Alderman
Cllr A Glass
Cllr Mrs K Lord
Cllr A McDowall
Cllr Mrs S Read

In Attendance:

Malcolm Anderson, Clerk to the Council
Kevin Loble, Centre Manager
Matthew Turpin and Jeremy Gardner representing Linden Homes
2 members of the public

3 Apologies:

Apologies were received from Councillor Mrs B Maynard and Councillor Mrs S Courtney.

4 Declarations of Interest:

Councillor Wappet declared a non-prejudicial interest in Minute 89 (a) Planning, as he is a member of New Forest District Council Planning Committee. He stated that he would consider applications on the evidence in front of him. Councillor Dunsdon declared a personal and prejudicial interest in Minute 6, planning application 07/89960, as his daughter works for the applicant. Councillor Lewis declared a personal and prejudicial interest in Minute 6, planning application 07/89960, as the applicant is a friend. Councillor Dunsdon informed the meeting that he had had discussions with Linden Homes concerning their planning application

07/89757, but this was in his role as a District and County Councillor and he did not think that this constituted an interest. He would consider the application on the evidence in front of him.

5 Minutes:

It was **RESOLVED** that the minutes of the meeting held on 19 March 2007 be signed as a true record.

Cllr Holtham Arrived

It was agreed to suspend standing orders to allow Linden Homes to present their planning application 89757.

Standing Orders were re-instated

6 Planning:

a) Parish List:

It was **RESOLVED** that the comments made on the Planning Applications appearing in the following list be forwarded to the District Council.

89757 Development comprised of: 42 dwellings including conversion of existing club house into 3 dwellings (details of development granted by Outline permission 84564)(Amended Plans)
Blackfield Infant School, Hampton Lane, Blackfield
The Council **SUPPORTS** this application.

Councillors Dunsdon and Lewis left the meeting having declared a prejudicial interest. Cllr Holtham chaired the next part of the meeting.

89960 Marston House, Blackfield Road, Blackfield
Use part ground floor and first floor as professional office (class A2).
The Council **AGREES** To support the Planning Officer's decision on this application.

Councillors Dunsdon and Lewis rejoined the meeting. Cllr Dunsdon retook the Chair.

90161 11 Watton Road, Holbury
Single-storey rear extension
The Council **SUPPORTS** this application.

90208 1 Evergreen Cottages, The Drove, Blackfield
Roof alterations & Velux in association with new second floor

The Council **AGREES** To support the Planning Officer's decision on this application

Cllr Mrs Lord arrived

b) The Proposed Naming of Sty Georges Court.

The Council agrees with the naming.

c) To Note the temporary road closure of New Road, Hardley.

The road closure was noted.

- 7 To Agree the Monthly Schedule of Payments for March and April 2007.**
Following discussion, it was **RESOLVED** that the monthly schedules of payments for March and April 2007 be approved.
- 8 To Receive the Statement of Accounts 2006/7**
It was **RESOLVED** to accept and sign the accounts.
- 9 To Consider and note the Income and Expenditure for the Financial Year 2006/7**
Following discussion, the Reports were noted.
- 10 To Consider and note the cost of operating Gang Warily for the financial year 2006/7.**
Following discussion, the Reports were noted.
- 11 To Consider and note the Income and Expenditure for the Financial Year up to 30 April 2007**
The Reports were discussed and noted.
- 12 To Consider and note the cost of operating Gang Warily for the financial year up to 30 April 2007.**
The cost of running Gang Warily was discussed and noted
- 13 To Adopt the policy on transfer of pension rights.**
It was **RESOLVED** to adopt the Policy.
- 14 To Note an increase in employer's contributions to the Pension Fund**
The increase in employer's contributions to the Pension Fund was noted.
- 15 To Agree a policy on removing manual files as required by the Data Protection Act 1998.**
It was **RESOLVED** that personnel files, other than financial records, would be destroyed 6 months after a member of staff left the Council's employ.

- 16 To Consider changing the web site provider.**
 It was **RESOLVED** to stay with the current web site provider.
 It was agreed that any suggested improvements would be welcomed and investigated as to whether they can be introduced.
- 17 To Consider introducing a Parish Newsletter**
 It was agreed to investigate the cost and time spent in producing a Parish Newsletter and report back to the Policy, Resources and Personnel committee.
- 18 To Consider and Agree any changes to Standing Orders or Financial Regulations.**
- a) It was agreed to ask the Council to consider whether or not to alter the meeting day.
 - b) It was agreed to defer until the autumn consideration of an alteration to Standing Order 40.1 and introducing a new standing order 36.4. These proposed alteration referred to the authority of Committees to resolve matters.
 - c) It was agreed to **RECOMMEND** to Council that a maximum of ten minutes be allowed at Committee Meetings for public participation.
- 19 To Agree to the recruitment of a Clerk to the Council**
 The Committee **RESOLVED** to appoint a clerk on the terms and conditions as presented. It was further agreed to advertise the position in The Daily Echo, New Forest Post, The Society of Local Council Clerks' web site and the Fawley Parish Council web site.
 It was agreed that the Short Listing Panel of Councillors Fidler, Glass and Wappet would meet at 6.00pm on 3 July 2007
 It was agreed that the Interview Panel would be Councillors Dunsdon, Holtham and Lewis. The interviews would start at 9.00am on 10 July 2007.
 It was agreed to hold a lunchtime buffet on the 10 July 2007 and to invite all Councillors to meet the candidates.
- 20 To Consider awarding grants under Section 137 of the Local Government Act 1972.**
 It was **RESOLVED** that the following grants be awarded:-
- | | |
|---|---|
| Waterside Arts | £50 |
| Hardley School | £100 or £250 if Gang Warily name on the football shirts |
| Salterns Playscheme | £200 |
| 6 th New Forest East Scouts | £400 to be paid when the roof has been repaired |
| New Forest Disability Information Service | £200 |
- Cllr Dunsdon moved and it was agreed to extend the time of the meeting for a further 30 minutes

21 Chairman Announcements

There were no announcements.

22 Arrangements to accept a lease for a replacement photocopier

The Clerk was given delegated authority to accept a lease for the photocopier and to select the photocopier.

23 The date of the next meeting – 23 July 2007

PRIVATE SESSION

It was **RESOLVED** that in accordance with Section 100[A][4] of the Local Government Act 1972, the public and the Press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 9 of Part I of Schedule 12A of the Act.”

24 To Agree to discussions taking place between the Council and New Forest District Council

It was **RESOLVED** that Councillors Dunsdon and Glass could hold discussions with New Forest District Council.

25 A Report from the Working Party considering the Blackfield and Langley FC bar lease and the redevelopment of the fitness suite

Following discussions of the last meeting, it was agreed to place an item on the Council agenda seeking to resolve this matter.

Kevin Lobley left the meeting

26 Staff Matters

- a) The staff changes were noted.
- b) It was **RESOLVED** that following a successful probationary period Kevin Lobley's employment be confirmed.
- c) This matter was noted. valued

The meeting closed 10.00 pm.