

FAWLEY PARISH COUNCIL

Minutes of a meeting of the Policy, Resources and Personnel Committee held on Wednesday 26 November 2008 at 7.00pm in the Jubilee Hall, Fawley.

Present: Cllr L Dunsdon (In the Chair), Cllr M Fidler, Cllr E Holtham, Cllr Mrs K Lord, Cllr R Wappet.

Also present: Cllr Mrs M Alderman, Cllr A Glass, Cllr B Hall, Cllr G Smith.
2 members of the public.

In attendance:

Mrs M A Hitch: Clerk to the Council.

Mrs P Coombes: Finance Officer.

Mrs S Markides: Clerical Assistant.

- 1. Apologies.** Cllr R Lewis was unable to attend owing to illness; the Parish Council sent their best wishes.
- 2. Declarations of Interest:** Cllrs Dunsdon and Wappet declared a non-prejudicial interest in Minute 5 Planning, as they are members of the New Forest District Council Planning Committee. They stated they would consider applications on the evidence in front of them at this point in time. Cllr Dunsdon also declared a personal and prejudicial interest in planning application 08/93295.
- 3. Minutes:** To sign the minutes of the meeting held on 1st October 2008.

RESOLVED: That the minutes of the above meeting be signed as a correct record.

PUBLIC SESSION

A member of the public handed a petition to Cllr Dunsdon in his capacity as County Councillor regarding the pedestrian crossing outside of Blackfield Primary School. Cllr Wappet reported that a site meeting was due to take place there on 4 December 2008 for a Safe Route to School. The Parish Council registered their support for the petition.

Another member of the public raised his concerns regarding planning application 08/93221 which he considered would have an impact on road safety in the area.

- 4. Chairman's Remarks.** The Chairman had no remarks.
- 5. Planning: RESOLVED:** To submit observations on planning applications, as follows:
a) New Forest District Council:

08/93221

Pavilion Gardens, Hampton Lane, Blackfield, Fawley, SO45 1FE

Display 2 non-illuminated freestanding hoarding signs.

No 4 We recommend refusal due to large size of signs, which would spoil the effect of the area, signs will distract drivers on an already dangerous stretch of road and add to the clutter already present on the street.

08/93264

4 Stanley Road, Holbury, Fawley, SO45 2LR

Single-storey front extension.

No 1 We recommend permission but would accept the decision reached by the District Officers under their delegated powers.

Cllr Dunsdon and the members of the public left the meeting

08/93295

Land of 94 Rolleston Road, Holbury, Fawley, SO45 2GZ
Bungalow; bin store; cycle store; parking.

No 1 We recommend permission but would accept the decision reached by the District Officers under their delegated powers.

Cllr Dunsdon returned to the meeting.

b) New Forest National Park

08/93571

Hampshire Turf, Northern Access Road, Fawley,

Application to vary condition 8 of planning permission ref 07/92129 to read – No waste shall be imported to the site except soils, inert waste, wood and green waste.

No 4 We recommend refusal as request for soil to be processed was made at the recent appeal of previous planning application. Concern at demolition waste being processed with dust and noise causing nuisance to local people.

6. To consider Grant Applications from the following:

RESOLVED: That the following grants be made:

i) Salterns Playscheme: £100

ii) Waterside Heritage: £250

iii) Waterside Citizens Advice Bureau: £300

iv) Fawley Pre-school: £563.80 to meet the cost of storage charge, as previously discussed at Parish Council meeting 29 October 2008.

v) Churches within the Parish of Fawley, Concert Sponsorship 2009: £250

7. Monthly Schedule of Accounts, September and October.

RESOLVED: To accept the Monthly Schedule of Accounts for September and October 2008. Code No 432, £244.40 Oct 2008 should read Elliott Loo Hire. See Attached Appendices A & B.

8. Audit Solutions Ltd: An update report from the Internal Auditor was noted.

9. Lease of Land at Gang Warily: Members received an update report. See attached Appendix C. Members requested that the Centre Manager contact local businesses regarding the over night parking that was available.

10. Matters arising from the Amenities Budget:

a) Procedure for emergency call outs at Gang Warily: Cllr Smith was thanked for providing an update report on the call out procedure. See Attached Appendix D.

RESOLVED: To accept and implement the recommendations of Cllr Smith's report regarding emergency call outs at Gang Warily.

b) To receive an update report relating to the true cost of sun bed provision at Gang Warily. Noted. See Attached Appendix E.

c) To consider the removal of sun bed provision at Gang Warily.

RESOLVED: To accept the proposal made by Cllr Dunsdon. See Attached Appendix F.

11. To consider matters relating to the Policy, Resources and Personnel Budget: See Attached Appendix G. Pages 1&10.

- a) To review the administration advertising budget to further advertise facilities available within the parish and to note the marketing budget held by Cybex.

Members discussed the administration advertising budget and considered that further promotion of the facilities available at Gang Warily, QEII and Jubilee Hall was needed. It was noted that the telephone number of Gang Warily was listed under Fawley Parish Council making it difficult for potential users to find. It was also suggested that the telephone numbers of all the offices be made more prominent on the website.

It was advised that Cybex provided a marketing budget of £14000 for promotion of the new gym at Gang Warily. The remaining balance of £9000, held by Cybex, was to be used over the next four and a half years and would be fully utilised. The latest leaflet drop had had a good impact resulting in an increase in new gym users.

RESOLVED: To keep the administration advertising budget at £3500 and further promote the facilities available within the parish.

- b) To consider including in the budget the cost of solicitors fees for personnel matters.

RESOLVED: To increase the budgeted amount for solicitor fees from £300 to £800. Page 1, item code 7603.

- c) To consider provision of insurance cover for playground equipment within the parish at cost of £688.38.

RESOLVED: To not proceed with the provision of insurance cover for playground equipment within the parish. The Clerk to advise the insurance company.

- d) To note advice that total cost of by-election would be in region of £5000, including the provision of polling cards at £1200 if requested.

RESOLVED: To request from New Forest District Council a breakdown of the election costs for the Holbury by-election. Polling cards also to be requested.

- e) To consider including in the budget the cost of an independent consultant to review staffing structure at Gang Warily, estimated at £5200 plus vat.

RESOLVED: To not proceed with an independent consultant to review staffing structure at Gang Warily but that the Clerk and the Centre Manager report on the matter to the Parish Council meeting to be held on 10 December 2008.

12. To consider and agree the Amenities budget 2009/10. Members discussed the recently announced reduction in the VAT rate and the work needed to pass on the reduction to the public.

NFDC had recently advised the rateable value for QEII Recreation Ground but an appeal could not be sent until the notice had been received. It was requested that a letter to be sent to the local MP bringing to his attention that this was a public building providing facilities for the community.

Professional advice received regarding the VAT status of the QEII building was that this would be VAT exempt, however currently this was being investigated. If a problem arose members requested that the architect be contacted to resolve this, if necessary using his professional indemnity insurance

RESOLVED: To reduce prices charged to reflect the recent reduction in VAT. To update on the VAT status of the QEII building at the next Parish Council meeting on 10 December 2008.
To agree to recommend the Amenities budget as presented. See Attached Appendix G, pages 3,4,5,8&9.

- 13. To consider and agree the Public Services Budgets for 2009/10.** Councillor Holtham thanked the Head Groundsman Mr P Stevens for his assistance in preparing the budget.

RESOLVED: To agree to recommend the Public Services budget as presented. See attached Appendix G, pages 6&7.

- 14. To agree a Policy, Resources and Personnel budget for 2009/10.** Members discussed the Policy, Resources and Personnel budget including the provision of funding for a Police Community Safety Officer, the cost of which had increased to £7000 for the coming year. It was suggested that an offer of funding of £6000 was made to include office accommodation at Gang Warily. A vote was taken with Cllrs Dunsdon, Fidler and Lord in favour, Cllr Wappet against and Cllr Holtham abstaining.

RESOLVED: To recommend to the December meeting of the Parish Council that an offer of £6000 funding plus free office accommodation for a PCSO be made. Page 1, item code 8406.
To agree to recommend the Policy, Resources and Personnel budget as amended.

- 15. To recommend the 2009/10 Budget to Council and to recommend a Precept.** It was agreed to recommend the budget as presented and that a precept of £459,547.00 be levied for the Council year 2009/10 an increase of 5.316%. See Attached Appendix G, pages 1-10.

- 16. Correspondence:**

a) For response:

i) National Association of Local Councils: Policy & Parliamentary Consultation. Should the voting age be lowered to 16? Clerk to respond to consultation as yes.

ii) Hampshire Local Council Development Team: Employment Issues for Local Councils Seminar. 12 February 2009, Winchester Rugby Club 6.30-8.30 pm £25.00 per delegate. No one to attend.

iii) NFDC Local Development Framework Core Strategy- New Forest District Outside the National Park Publication for Representation, 7 November-19 December 2008. Document available from the office. Representations by 19 December. Noted.

iv) St Francis Pre-school: Request for a raffle prize for their Winter Fayre.

v) Cadland Primary School: Request for raffle prize for their Christmas Bazaar.

vi) Cadland Children's Centre: Request for raffle prize for Festive Fun Event.

vii) Fawley British Legion: Request for Christmas raffle prize.

All requests to be processed through the Centre Manager at a reasonable cost. It was suggested that advertising of the facilities available within the parish be placed at the events.

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.

17. Warren Copse: Members received a report from Cllr Holtham. See Attached Appendix H.

RESOLVED: To recommend and support the report from Cllr Holtham regarding Warren Copse.

To go ahead with an independent valuation costing in the region of £200 plus vat and to bring this to the Parish Council meeting on 10 December 2008.

To request from New Forest District Council £41,300 from Developers Contributions to purchase Warren Copse.

Cllr Wappet left the meeting.

18. To review salary arrangements for member of staff at Gang Warily. Members discussed a request from Mrs G Owen regarding a pay scale increment.

RESOLVED: To increase SCP scale of Mrs G Owen from 5 to 6.

19. Date of next meeting: 4 February 2009.

There being no further business the meeting closed at 9.18 pm.

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Chairman