

FAWLEY PARISH COUNCIL

Minutes of a meeting of the Policy, Resources and Personnel Committee held on Wednesday 1st April 2009 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 (from item 4), Cllr R Wappet.

Also present: Cllr Mrs M Alderman, Cllr A Glass, Cllr Mrs B Maynard, Youth Worker Debbie Elliott (until item 10).

In attendance:

Mrs M Hitch: Clerk to the Council.

Mrs P Coombes: Finance Officer.

Mrs S Markides: Clerical Assistant.

1. Apologies: Cllr Mrs S Courtney.

2. Declarations of Interest: Cllr Wappet declared a non-prejudicial interest in Item 5 Planning, as he is a member of the New Forest Planning Committee. He stated that he would consider the applications on the evidence in front of him at this time. Cllr Dunsdon declared a personal and prejudicial interest in application 09/93784, 41 Rollestone Road and stated he would leave the meeting when this was being discussed.

3. Minutes:

RESOLVED: That the minutes of the meeting held on 4 February 2009 be confirmed as a correct record.

PUBLIC SESSION: There were no members of the public present.

4. Chairman's Remarks:

The Chairman reminded members of the meeting with the New Forest District Council Standards Committee 8 April 2009 7pm, Jubilee Hall and a Traffic Issues meeting to be held at Gang Warily 10am 9 April 2009.

A letter had been received from retailers in Long Lane, Holbury regarding recent break ins and raised the possibility of the installation of a CCTV camera in the area. Members discussed the matter and suggested that a meeting be arranged with police and that a copy of the letter be forwarded to the Crime & Disorder Portfolio Holder at New Forest District Council.

Advice had been received from New Forest District Council that planning application 08/92329, Elmside, Ashlett Road, Fawley would be considered at the Planning Development Control meeting on 8 April 2009. Cllr Glass to attend.

An invitation had been received from the New Forest National Park Authority to attend a meeting at 6pm on 30 April 2009 for local councils as part of the engagement strategy for the National Park Plan. Cllrs Fidler and Holtham offered to attend, the venue to be advised. An offer of attendance at a Parish Council meeting to give an update on the National Park Plan was also accepted for the June meeting.

Advice had been received that a speed indicator device was to be installed in Lime Kiln Lane, week beginning 6 April 2009.

5. Planning: RESOLVED: To submit observations on planning applications, as follows:

a) Parish List:

09/93714

Holly Copse, Blackfield Road, Blackfield, Fawley, SO45 1WD
2 bungalows; new access; demolition of existing.

(4) We recommend refusal due to over development of the site.

09/93754

Jordan Engineering Services Ltd, Unit 2, Hardley Industrial Estate, Hardley, Fawley, SO45 3NQ
Replacement cladding to industrial unit.

(1) We recommend permission but would request that the colouring of the cladding should be in keeping with the character of the area, which is adjacent to the National Park Authority and that the National Park Authority is consulted.

09/93765

Chalone, 1 Fields Close, Blackfield, Fawley, SO45 1XT
Two-storey side extension; single-storey rear extension.

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

Cllr Dunsdon left the meeting. Cllr Fidler took the chair.

09/93784

41 Rollestone Road, Holbury, Fawley, SO45 2HB
Single-storey extension to garage.

(1) We recommend permission but would accept the decision reached by the District Council's Officers under their delegated powers.

Cllr Dunsdon returned to the meeting and the chair.

09/93763

5 May Close, Holbury, Fawley, SO45 2GG
Single-storey side extension.

(1) We recommend permission but would accept the decision reached by the District Council's Officers under their delegated powers.

09/93787

Standor, Mopley, Blackfield, Fawley, SO45 1YJ
Two-storey dwelling; demolition of existing (Outline Application with details only of access & layout).

(1) We recommend permission but would accept the decision reached by the District Council's Officers under their delegated powers.

09/93788

Land rear of Standor, Mopley, Blackfield, Fawley, SO45 1YJ
House with access from Foxhayes Lane (Outline Application with details only of access & layout)

(1) We recommend permission but would accept the decision reached by the District Council's Officers under their delegated powers.

b) New Forest National Park:

09/93877

Eaglehurst, Stanswood Road, Fawley, Southampton. SO45 1BT
Extension to existing garage.

(5) We are happy to accept the decision the decision reached by the National Park Authority's Officers under their delegated powers.

6) Monthly Schedule of Payments January & February: See Attached Appendices A & B.

Members discussed the increases seen in the cost of utilities and considered the water bill for the compound at Gang Warily excessive. It was requested that the Senior Groundsman investigate the possibility of leakage.

An appeal was to be made against the rates bill for the QEII Community building. It was suggested that the setting up of a charitable trust for all sports & recreation provision within the parish be investigated at the same time as applying for charitable status for the Youth Trust as this would enable all parish sports buildings to become exempt from rates.

Steps taken by officers earlier in the year had enabled an adequate level of reserves to be achieved.

7) Internal Audit Report (Interim) 2008-09 and recommendations: (see attached Appendix C)

Members noted that the recommended risk assessment package was due to be installed 2 April 2009. The quote received for an increase in the level of fidelity guarantee cover was considered to be high and this had not been included in the forthcoming budget. An update of standing orders was required.

RESOLVED: The Clerk to proceed with an update of standing orders as recommended by the Internal Auditor, to be based on the most recent National Association of Local Councils guidance.

To discuss with the Internal Auditor the appropriate level of fidelity guarantee cover and to report back to the next Policy, Resources & Personnel meeting on 10 June 2009.

8) Awards for All: Application for funding of provision of Junior Police Community Safety

Officer: Members were advised that the Parish Council had been asked to apply for funding for this scheme which had proved successful in another parish. A holding account for monies received to be provided so that funds were kept separate from Parish Council accounts, as required.

RESOLVED: That the Parish Council apply for funding for provision of Junior Police Community Safety Officer and provide a holding account facility for any funding received.

9) Provision of Office accommodation to Police Community Safety Officer: Positive feedback had been received locally regarding the presence of a Police Community Safety Officer at Gang Warily. It was noted that the provision of office accommodation for 5 years did not commit the Council to funding a PCSO for the same time period.

RESOLVED: To continue with the provision of office accommodation for a Police Community Safety Officer at Gang Warily for a term of 5 years.
Confirmation that the Parish Council Youth Worker be allowed to continue to use the office as required and that the Police meet the cost of IT installation and future running costs.

10) Correspondence:

a)

i) Land Registry Peterborough: Notice of Application for registration of Land lying to the south of Lime Kiln Lane, Fawley.

RESOLVED: That the Parish Council does not object to the application to register gas governor at this site.

ii) Request from Blackfield Scouts for use of QEII field and pavilion for Scouts Open Day 25 April 2009.

RESOLVED: To grant permission for the Blackfield Scouts to use the QEII field for their Open Day on 25 April 2009. The Centre Manager to offer a 25% discounted rate for use of the pavilion if required.

iii) Blackfield & Langley Football Club: Request that the skate park be closed for home matches next season. Members discussed the request and any problems caused by leaving the skate park open during football matches. It was suggested that fencing of the skate park was required.

RESOLVED: The Centre Manager was to proceed with a risk assessment and amounts set aside for fencing costs to be verified. Up to date quotes for fencing to be obtained. Blackfield & Langley Football Club to be advised of the position, with the skate park to remain open on match days for the time being.

iv) Hampshire Biodiversity Information Centre: Request to carry out botanical survey of Warren Copse this spring or summer.

RESOLVED To allow Hampshire Biodiversity Information Centre to carry out a botanical survey of the parts of Warren Copse that the Parish Council own.

v) Community First New Forest: Training sessions at Brockenhurst Village Hall. Legal Structures & Charitable Status Tuesday 3 November 2009, Legal Responsibilities of Voluntary Sector Board Members Wednesday 4 November 2009 both 09.45am-4 30 pm, £50 per person per day to include lunch & refreshments. Further information on the training sessions to be requested.

vi) New Forest District Councillor Mrs A McEvoy: Request on behalf of local resident for the Parish Council to participate in the small grants scheme to upgrade footpaths in the Calshot area. Cllr Holtham to further investigate and advise accordingly.

b) For information:

i) National Joint Council for Local Government Services: Advice of additional award of 0.30% making a total increase of 2.75 % on 2008/09 pay scales. Noted. Cllr Wappet advised of new legislation regarding holiday entitlement under the Working Time Regulations.

ii) New Forest District Council: Installation of Coastal Safety Sign at Calshot. Noted.

iii) New Forest Remembers: Events taking place 27 & 28 June 2009. Noted.

iv) New Forest District Council: Decision of Licensing Sub-Committee following variation of License by the Holbury Inn, Holbury. Cllr Glass reported that both he and Cllr Fidler had attended the hearing and were happy that a good compromise had been reached.

v) New Forest District Council: 10 crime-busting tips from the crime prevention unit. Noted.

vi) Speed Indicator Device: Results of recent installation at Blackfield, nr School Median 32mph, 85% Percentile 36mph. Noted.

c) Available from the office: Hampshire Rural Housing Newsletter & DVD Spring 2009, Campaign to Protect Rural England, Countryside Voice, Spring 2009, Hampshire Action Team New Forest Directory of Highway Works April 2009.

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.

11) Report from Centre Manager on the Fun Fair: Members discussed the report from the Centre Manager and the problems recently experienced.

RESOLVED: That the Centre Manager be given delegated authority for deciding on future visits of the Fun Fair to Newlands Park.

12) Update on QEII Funding and Lottery Grant: The Finance Officer reported that an over payment of £34,565.00 had been made in respect of the Lottery funding received for the QEII project. This had resulted in a request for £16,130.00 to be returned; this being the balance after the Lottery funding had subtracted the retention fees they were holding. The Council also needed to earmark the sum of £9385.26 as retention monies to be paid to building contractor in October 2009. At this point in the agenda it was reported that the purchase of window blinds for the QEII Community building was considered necessary to ensure the privacy of hirers.

RESOLVED: To return over payment of £16,130.00 to the Lottery Grant fund and to earmark £9385.26 as retention monies for the building contractor.
To obtain quotes for window blinds for the QEII Community building, these to be presented to the next Public Services meeting.

13) Update of Contracts of Employment: Following the recent staffing review the need to up date contracts had been noted, this to include holiday entitlement as per the NJC agreement.

RESOLVED: To confirm staff holiday entitlement as per the NJC agreement.

14) Proposal for change in hours of Centre Manager:

RESOLVED: To accept the proposal from the Centre Manager for a change in hours subject to the inclusion in his contract that the hours may be subject to change if covering for staff deficiencies either weekday or weekend.

15) To consider suggestions made at the recent Staffing Review relating to the Policy, Resources & Personnel Committee

RESOLVED: The Staffing Review Committee to determine any necessary action, any that would require funding to be reported back to the Parish Council for approval.

16) Renda Road: Members were advised that the costs for obtaining planning permission on this site had now been received. It was considered that planning permission would greatly improve the marketable value of the site if in the future a decision was reached to sell.

RESOLVED: To proceed with planning application for the Renda Road site with costs in the region of £2000-£3000 to be met from Parish Council reserves.

Next meeting date: 10 June 2009.

There being no further business the meeting closed at 9.22 pm