

FAWLEY PARISH COUNCIL

POLICY, RESOURCES AND PERSONNEL COMMITTEE

Minutes of a meeting of the Policy, Resources and Personnel Committee held on Wednesday 08 February 2017 at 7.00pm in the Jubilee Hall, Fawley.

Present: Cllr B Thorne (In the Chair), Cllr B Coyston, Cllr A Glass, Cllr K Smith, Cllr R Wappet.

Also Present: Cllr B Hall, Cllr P Armstrong (until 7.12pm), 2 members of the public.

In Attendance:

Steve Postlethwaite, Clerk to the Council
Pauline Coombes, Responsible Finance Officer
Sue Markides, Deputy Clerk

1. **Apologies:** Apologies were sent by Cllr A Alvey (personal). These were accepted. Cllr S Read was absent.

2. **Declarations of Interest.**

2.1 To receive declarations of interest from councillors on items on the agenda
Cllr Wappet declared a non-prejudicial interest in minute 7 Planning, as he is a member of the New Forest District Council Planning Committee. He stated that he would consider the applications on the evidence in front of him at this point in time.

As a member of the committee Cllr Coyston declared a prejudicial interest in agenda item 10a, Grant application from the Fawley Events Committee. The Clerk and Deputy Clerk also declared an interest in this item as they are members of the committee.

2.2 To receive written requests for dispensations for disclosable pecuniary None

2.3 To grant any requests for dispensation as appropriate None

3. **Minutes: RESOLVED:** That the minutes of the meeting held on 23 November 2016 be confirmed as a correct record.

Standing Orders were suspended

4. **PUBLIC SESSION:** A member of the public wished to object to planning application 16/11764, Land of 5 Chalewood Road due to concerns relating to the access onto St Francis Road, the proposed dual access, (should not be required and other properties have single access) the size of the plot and the proposed plans which in her opinion were over development of the site. She considered that the comments in letters of objection already submitted were sound and valid.

Standing Orders were reinstated

5. Chairman's Remarks: The Chair advised that Jessica Tarrant, Radian Community Development Officer is organising a Litter Pick on the Heather Road Estate on Saturday 04 March, between 11 – 1pm. This is in line with 'The Great British – Spring Clean'. She asks if anyone from the Parish Council would like to come to the event to show support. She is in the process of creating a poster and has other incentives on the day for the local residents to get involved.

6. To receive a presentation from Cllr Peter Armstrong on "Brand New Forest": Cllr Armstrong advised that Hythe and Dibden Parish Council is the 2017 "Brand New Forest" Village of the Year due to its previous support and commitment to the "Brand New Forest" Campaign. The scheme is run by the District Council and is free of charge to businesses who wish to get involved. The "Brand New Forest" card gives users access to hundreds of unique offers and discounts throughout the New Forest. The card which costs £5 to purchase encourages local residents to use local businesses (not for corporate businesses). Cllr Armstrong provided leaflets and "Brand New Forest" application forms for businesses to the meeting and advised that he is happy to help if the Council has any further questions / wishes to take the idea further/ become a stockist for the Brand New Forest Card.

Cllr Armstrong is also interested in the Keep Britain Tidy Campaign and has recently spoken to Radian regarding litter picking for the 'The Great British – Spring Clean' advising that if a District Councillor provides the safety briefing for the litter pick then the event is covered under the District Council's insurance policy. He expects Radian to contact Cllr Glass in his capacity as District Councillor.

Cllr Thorne thanked Cllr Armstrong for his presentation and advised that she will pass on his contact details to the Clerk. She considered this idea linked in with the economy part of the Strategic Plan of the Council, getting local people to use local businesses and receive discount in return whether it is a free coffee, 10% discount or similar.

Cllr Armstrong thanked those present for their time and left the meeting.

7. Planning:

a) Parish List

Full Planning Permission

16/11764

Land of 5 Chalewood Road, Langley, Fawley SO45 1YU

Proposal: House; parking; access onto St Francis Road

(No 4) We recommend refusal due to concerns relating to over development of the site, loss of a tree and intrusive appearance of the front projection.

Cllr Glass advised the member of the public present that if this application was referred to the Planning Development Control Committee that members of the public are able to attend and speak if they wish to do so.

Full Planning Permission

17/10000

11 Cedric Close, Blackfield, Fawley, SO45 1ZZ

Proposal: Attached house

Draft awaiting confirmation at the next Parish Council meeting

(No 4) We recommend refusal due to concerns relating to over development of the site, out of keeping with the terrace properties nearby and agree with officer comments that it would be a dominant feature from the rear gardens of the neighbouring dwellings.

Full Planning Permission

Re – consultation 16/11462

Fieldset, 29 Chalewood Road, Langley, Fawley, SO45 1YU

Proposal: Raise ridge height; front and rear dormers in association with new first floor; two-storey rear extension; roof lights; fenestration alterations

(No 3) We recommend permission.

b) New Forest National Park Authority:

Full Planning Permission

17/00001

Beach Hut 98, Calshot Beach East, Calshot

Proposal: Extension to existing beach hut

(No 3) We recommend permission.

8. Monthly Schedule of Accounts November & December 2016

RESOLVED: To accept the Monthly Schedules November and December 2016 (see attached Appendices A & B).

9. Audit Recommendation from Year Ending 2015/16

RESOLVED: To accept the Audit Recommendation from Year Ending 2015/16 and note retrospectively the Asset Register for 2015/16 (see attached Appendix C).

10. To consider grant applications

- a) Fawley Events Committee
- b) All Saints Fawley Heritage Group
- c) Fawley Falcons Youth Football Club
- d) Fawley Parochial Church Council

Members were advised of an administration error which has resulted in two grant applications from organisations not being presented. It was **AGREED** therefore that all grant applications should be considered at the Parish Council meeting to be held 15 February 2017.

11. To consider recommendation of Public Services Committee of tractor purchase; Option A of paper presented 25 January 2017 (Matter referred from Public Services Committee meeting 25/01/17). Members noted that it was hoped that the new tractor purchased would be in use for 10-15 years by the Grounds Team and that the service plan included would be re-negotiated at the end of the three year cycle.

It was unanimously agreed to **RECOMMEND** to the Parish Council meeting 15 February 2017 the purchase of the John Deere 5075 (75HP) including a 3 year service and warranty plan, set of forks and extra wide tyres at a total price after part exchange of £35,745.59.

12. To note Asset Disposal - Play Equipment at Renda Road and Churchfields

RESOLVED: To note the disposal of Play Equipment at Renda Road and Churchfields.

13. To consider adoption of new policy protocol on pre application meetings for major developments

RESOLVED: To **RECOMMEND** adoption of a Policy Protocol on Pre Application for Major Developments as presented to the Parish Council meeting 15 February 2017 (see attached Appendix D).

RESOLVED: To agree that the existing Fawley Power Station Working Party becomes the Fawley Parish Council single point of contact responsible for conveying the views of FPC on any major development and is now named Fawley Parish Council Major Developments Working Group.

14. To note Strategic Plan 16/19 Action Plans for the Economy are completed. Noted Following consultation with the public the Strategic Plan 16-19 will be presented to the Parish Council meeting to be held 12 April 2017.

15. Resolution updates: Meeting 23 November 2016, Minute 12

RESOLVED: That Fawley Parish Council (FPC) agree to sell Renda Road play area for development with planning permission obtained by FPC. The Clerk will look at the most appropriate plan and take this back to the Council in the New Year.

Discussion paper has been sent to NFDC Planning, Ian Rayner, Senior Planning Officer for NFDC is appointed as FPC liaison regarding Renda Road.

Members agreed that a notice updating the public on plans for the area should be placed at the site and on the website of the parish council as previously agreed.

RESOLVED: That the Churchfields and Renda Road play areas are closed immediately and the equipment removed on safety grounds.

Play equipment was removed at the end of November.

Job Club using the Activity Room at Gang Warily update: Due to not being able to provide public internet access to the group this has not progressed. No further communication received.

RESOLVED: Following advice received from the solicitor of the Council, Members agreed the written response to the matter discussed in minute 41 of the Parish Council meeting held 06 July 2016; this letter to be sent as soon as possible.

Letter sent.

16. Correspondence –

a) For information:

i) **The Planning Inspectorate:** Appeal Decision, 1 Ridley Close, Holbury, Hampshire SO45 2NR Application 16/10071, Appeal is dismissed. Noted.

ii) **NFDC Planning Appeals:** Notification of appeal, Saddlers Mews, The Lane, Fawley, SO45 1EY (NB Subject to legal requirement) Use of shop as house; remove front extension; single-storey rear extension; bungalow; bin/cycle store; parking. Noted.

iii) **NFDC Advice of Temporary Road Closures:** For Fawley- Sherwood Way between its junction with Kings Ride and the end of the cul de sac – 1 week- highway improvements. No alternative route available for vehicular traffic. Period of closure From 03 April 2017 for a period of 18 months or until completion of works whichever is sooner (not withstanding that it is expected that each closure will be required for no longer than as indicated). Noted.

b) **Available from the office:** NFDC Information Bulletin (previously circulated), NFDC list of Temporary Road Closures, Various Roads New Forest. Noted.

17. Cllrs News and Comments

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

Cllr Coyston advised of road repairs at the junction of Long Lane and Southbourne Avenue that took place in early December where line markings have not been replaced. A response from Hampshire County Council has advised it may be two months before this is corrected. He raised his concern that this is dangerous and the Deputy Clerk has been asked to look into this.

POST MEETING: Hampshire Highways had already noted the incomplete repair previously chasing the contractor. Following our query HH have chased the contractor concerned once again and hope that the repair will be completed quickly.

Cllr Glass advised of his attendance at the New Forest Environmental Liaison Committee meeting where discussion took place on the effects of dredging on the migration of eels in the Solent.

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.

18. Staffing matters:

a) **To receive a report on staff training.** The report was noted along with the introduction of on line courses that can be completed by staff within their working hours.

b) **To note the Clerk to the Council has obtained the Certificate in Local Council Administration (CILCA).**

The Clerk advised that notification of his successful completion of the certificate was received in mid December 2016; his qualification now permitted the Council to operate under the General Power of Competency. Whilst his certificate has not been actually been received it was **AGREED** that the salary increment of one Spinal Column Point previously approved on completion of CiLCA can be paid from 01 January 2017.

c) To receive a verbal final update from the Clerk on the Pay and Grading Review & Appeals

Members noted that all amendments to contracts have now been signed by staff members. One staff member produced evidence after the date given however this was submitted for review to South East Employers who advised that even if it had been presented within the required time frame it was not the same type of contract and would have made no material difference to the decision reached.

d) Update on incident at Gang Warily

The Clerk advised of the excellent first aid given by staff members when a member of the public collapsed at Gang Warily. The gentleman concerned is recovering well. A letter from the Council to be sent in recognition of their efforts.

19. Date of next meeting: 29 March 2017

There being no further business the meeting closed at 7.43pm.

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Chairman