

Draft awaiting confirmation at the next Parish Council meeting

FAWLEY PARISH COUNCIL

Minutes of the Parish Council meeting of Fawley Parish Council held on Wednesday 18 April 2018 at 7pm in the Jubilee Hall, Fawley.

| Members | Present | Apologies | Absent |
|--------------------------|--------------|-----------|--------|
| Alan Alvey Vice Chairman | In the Chair | | |
| Cllr S Carroll | | √ | |
| Cllr B Coyston | √ | | |
| Cllr A Glass | √ | | |
| Cllr Hall | √ | | |
| Cllr M Langdale | | √ | |
| Cllr L Llewellyn | | √ | |
| Cllr S Milgate | | √ | |
| Cllr S Read | | √ | |
| Cllr C Reece | | √ | |
| Cllr K Smith | √ | | |
| Cllr B Spearing | √ | | |
| Cllr B Thorne | √ | | |
| Cllr P Wappet-Madden | √ | | |

Also present: County Councillor A McEvoy until 7.30pm, 1 member of the public.

In attendance:

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

17/116 Apologies for Absence: Apologies were sent by Cllrs Carroll, Langdale, Llewellyn, Milgate, Read and Reece for personal reasons. These were accepted.

17/117 Declarations of Interest.

- a) To receive declarations of interest from councillors on items on the agenda
Cllrs Glass & Thorne declared a non-prejudicial interest in minute 17/121 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.
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any) None
- c) To grant any requests for dispensation as appropriate None

17/118 To approve as a correct record the minutes of the meeting held on 21 February 2018.

RESOLVED: That the minutes of the meeting held on 21 February 2018 be signed as a correct record with the amendments as above.

17/119 Chairman's Announcements: Cllr Alvey informed the meeting that a minutes silence would now take place to remember Cllr Bob Wappet who has recently passed away.

Subsequently he informed members of the private family funeral; a commemoration service will be held at All Saints Church, Fawley on Tuesday 24 April 2018 at 12 noon with tea and coffee afterwards at Jubilee Hall, Fawley.

Copthorne Nursery is holding their Annual Open Day on Wednesday 09 May 10.30am-17.30pm with Sunday openings also taking place.

And a reminder of the Spring Clean taking place this Saturday 21 April 2018, if you would like to take part please come between 10-1pm to Jubilee Hall. Volunteers are welcome.

Suspension of standing orders

17/120 PUBLIC SESSION: The member of the public present did not wish to speak.

Reinstatement of Standing Orders

17/121 Planning:

a) Parish List

Full Planning Permission

18/10334

Block 7, Fawley Refinery, Cadland Road, Hardley, Fawley SO45 1TX

Proposal: Reactor and structure

(No 3) We recommend permission

Full Planning Permission

18/10355

Appletree House, Lime Kiln Lane, Holbury, Fawley SO45 2HH

Proposal: Front porch; single-storey rear extension; detached garage

(No 3) We recommend permission

Full Planning Permission

18/10384

24 Larkspur Gardens, Holbury, Fawley SO45 2QH

Proposal: First floor rear extension

(No 3) We recommend permission

Full Planning Permission

18/10372

43 Rollestone Road, Holbury, Fawley SO45 2HB

Proposal: Roof alterations in association with new first floor; two storey rear extension

(No 5) We are happy to accept the decision reached by the District Council Officers under their delegated powers.

Full Planning permission

18/10176

Oak Nursery School, 11 Long Lane, Holbury, Fawley SO45 2LF

Proposal: Use as residential

(No 3) We recommend permission

b) New Forest National Park Authority Tree Works:

Application TPO 18/0323

14 The Saplings, Holbury, Southampton SO45 2QP

Proposed works: Prune one Oak tree

Reason for works: Over dominant/shade; to improve shape/balance

The Parish Council **SUPPORTS** this application subject to the advice of the New Forest National Park Authority's Arboricultorist.

17/122 To receive an update from County Councillor. Cllr McEvoy provided the following report:

FREE EARLY YEARS EDUCATION

If you know of a parent or carer with a two year old, they could be eligible for FREE early years education in an approved nursery, pre-school or with a child minder.

They may be able to access a place if they have a low income or are unemployed or if their child:

- has been in care and/or adopted
- has a current statement of SEN or Education, Health and Care Plan
- receives Disability Living Allowance (DLA)

To check if you are eligible and to apply, see our website

<https://www.hants.gov.uk/.../payi.../freechildcare/2yearoldoffer>

or call 0300 555 1384

or contact your Early Years Education provider.

TRADING STANDARDS

Our Trading Standards Service has received several reports from residents about cold callers, at the door or on the telephone, offering to spray foam lofts.

They warn that not all homes are suitable for this treatment. Ventilation and condensation problems can arise if it is incorrectly applied. The advice for residents is to carry out research before considering spray foam Insulation.

For advice, all The Energy Savings Trust on 0300 123 1234, or find out the list of member Installers who agree to follow The National Insulation Associations code of professional practice on 08451 636363

Report Doorstep Crime or request a Trading Standards approved trader 'Buy with Confidence' directory by calling our Partners at the Citizens Advice Consumer Service on 03454 04 05 06.

MAJORITY OF HAMPSHIRE PARENTS SECURE PRIMARY SCHOOL OF CHOICE

Nearly all parents in Hampshire have secured one of their preferred primary school options for September. Figures released by Hampshire County Council showed 98% of parents were successful in getting their child, aged four to five, into their preferred school for the next academic year. Of those parents, 93% were allocated a place at their first choice of school. This is an improvement on last year's figure of 90 per cent. The local

authority has processed more than 14,600 applications from residents in the county, excluding Portsmouth and Southampton, for school places in reception year. Of pupils transferring from infant school to junior school, 99 per cent received a place at one of their choices – with 98% obtaining a place at their first choice school.

SHORT BREAK ACTIVITIES PROGRAMME

We're consulting on potential changes to our Short Break Activities Programme and would like to know what you think about the proposals.

The proposed changes aim to maintain an effective programme, within a reduced budget, that provides good quality breaks for parents and carers of disabled children, while providing fun and educational opportunities for the children and young people receiving them.

For more information (including dates, times and locations for a series of drop-in events) and to complete the online response form, visit

<https://www.hants.gov.uk/.../consultation/shortbreakconsultation>

Hampshire Parent Carer Network The Rose Road Association

DROP IN DEMENTIA PATIENTS GOING MISSING

GPS tracking technology has been used to reduce the number of people living with dementia from going missing. Around 60 people used the technology in Hampshire, Dave Brown from Hampshire Police said of the people issued with the technology, there had been a 65% decrease in them being reported missing to police. A Hampshire County Council spokeswoman said 60 people used the GPS technology in the county – but could not say in which areas. She said patients, or those legally empowered to make such decisions on their behalf, had consented to use the Oysta Pearl device. It can set off an alert if a person leaves a pre-set area.

LEPE

The new cafe-on-stilts at Lepe is set to open next month. Builders are putting the finishing touches to a replacement cafe and visitor centre at Lepe Country Park, which is visited by 300,000 people a year. The new glass-fronted facility, part of a £2.7 million plan to transform the area, is being built on top of concrete columns to keep it safe from the sea. Its predecessor closed on Sunday and has been replaced by a small kiosk selling hot and cold drinks and a range of snacks. The kiosk will remain on the beach until the new facility opens.

FINALLY

If you're looking for a good day out, you could do worse than visit the 'Wave' sculpture that has been constructed at the Royal Armouries Fort Nelson on Portsdown Hill as part of commemorations for the centenary of the First World War.

Hampshire County Council is proud to be sponsoring the Wave which is a sweeping arch of bright red poppy heads suspended on towering stalks. The free exhibition of the iconic poppy heads was previously displayed at the Tower of London in 2014. The presentation of poppies opened to the public last Friday and will be on display until the 24th of June.

The Clerk thanked Cllr McEvoy for her recent donation to the Council to purchase a Silent Soldier – the Silent Soldier silhouettes will appear across the country in commemoration of the 100th anniversary of the end of WW1 and it is a particularly fitting purchase as Cllr Wappet was a passionate supporter of the Royal British Legion Poppy appeal - South

Hampshire & Isle of Wight Poppy appeal are organising this. A position for the Silent Soldier to be situated will be decided at a later date.

Cllr Thorne asked when the old café and kiosk will be demolished at Lepe; Cllr McEvoy was unsure but thought it would be soon.

Cllr Glass had been made aware of the complaints of a local club using the Calshot Activities Centre and asked Cllr McEvoy for an update. She advised of reorganisation being undertaken at Calshot by HCC to reduce costs. There is a new website, with a new way of paying, which she hoped, once bedded in customers would be happy to use. She is due to attend a meeting tomorrow night and wished to assure the meeting that the centre is doing its best to assist clubs.

17/123 To receive updates from District Councillors: Cllr Glass was pleased to advise that he has been elected as the new Vice Chairman of New Forest District Council commencing next month.

He informed the meeting that the housing need within the New Forest is less than originally thought to be required with the Local Plan due to be submitted soon.

17/124 To receive a report from the Youth Worker. Members noted the report provided and the good work being completed by the Youth Worker.

School Drop Ins, Education Outreach and TYSS:

Friday Lunch drop in at New Forest Academy is an ideal chance to catch up with staff and students. I try to meet my clients from the TYSS Project before and after; thus utilising my time. The new TYSS project starts this month and we have a mornings training on Tuesday 17th April at 'It's your choice" in Totton.

I have contacted both Blackfield and Cadland Primary Schools, and I am waiting for them to get back to me after the Holidays. I would like to visit their Year 6 classes to introduce myself, and invite them to attend Youth Club at Gang Warily. This is a great opportunity to make new friends and get to know the older Y.P before the transition to Secondary School.

Youth Clubs:

The 2 clubs continue to thrive, although we are constantly asking for regular volunteers to allow us to continue this much needed facility. It is likely we will run one Club for all, throughout the Summer Holidays. The Young People in the area have requested a club. On several occasions many have asked why we do not run Clubs in the 6 week Summer Holidays, when there is so little to do. We have listened to our Y.P and come up with the idea of one 2 hour club from 5.30pm - 7.30pm. Once again Steve with the Parish Council, and The Blackfield and Langley Football Club, have been generous in offering the venue and their support.

Detached and Outreach:

I continue to keep in touch with many Y.P and their families via my Works Facebook page. I meet many on the streets whilst walking my dogs in the local area.

I recently attended a Homelessness training session. This was invaluable as I found out information regarding a 'Discretionary Fund' financed by N.F.D.C. I signposted a family to this and they were able to halt eviction procedures, due to being given a sum of money to re-pay outstanding rent arrears.

Joint Work and Easter Holiday Club So Far:

I am now a volunteer for our local Brownies.

Holiday Club Tuesday 03 April and Thursday 05 April saw 30 odd and 64 people sign in. Four ladies from the Langley W.I cooked the FREE lunches. This has been funded by the monies donated by Councillor Philip Fawkes. It is proving very successful, and a much needed venture to ensure that our families can access wholesome nutritious food. The only complaint we have received has been "Can you open more often?" I would like to thank everyone who has attended so far, for their contributions and support. I will report exact figures and feed back in the next report.

I was really pleased to be invited to the opening of The Wild Play Area at The Manor in Holbury. It is literally on my doorstep, and means a great deal to have such a useful play area. Well done to Claire and all those involved!

Members noted that an options paper on the continuation of youth provision i.e. how it will be funded and provided will be brought for consideration to the Policy, Resources & Personnel Committee meeting due to be held in June.

17/125 Updates from Representatives and Nominees on Local Bodies:

Please note the Clerk asks that if members are unable to attend meetings of the Local Bodies that apologies are sent.

- a) New Forest Consultative Panel (Cllr Glass) Meeting due to held next week.
- b) New Forest Environmental Liaison Committee (Cllr Thorne & Cllr Read) No meeting. It was thought that a meeting on the evaluation of pollution in the Totton / Southampton is currently being arranged.
- c) Transport Committee No meeting – it was queried whether this committee will be reconvened or whether this item could be removed from the agenda.
- d) Waterside Youth Steering Committee (Cllr Llewellyn & Clerk to the Council) The Clerk advised that the terms of reference for this committee are currently being revised with no meetings being held.
- e) Waterside Heritage (E Holtham) Meeting 18/04/2018
- f) Police Liaison (Cllr Glass & Cllr Coyston) The Clerk advised this meeting had not been organised due to the work load of the Police but hoped to arrange a meeting with them shortly.
- g) Age Concern NFE (Cllr K Smith) Cllr Smith advised of the closure of the current shop in Totton; it was hoped that a new site may be agreed next week.
- h) Dibden Allotment Fund (Cllr A Alvey) Cllr Alvey had attended 5 meetings of the fund and attended a meeting with the Chair of the Handy Trust; a key issue discussed was the funding of our youth worker.

17/126 Minutes of Committees: To adopt the Minutes and to accept the recommendations of the Committees:

a) Amenities – 28 February 2018

Cllr Glass presented the minutes of the Amenities Committee meeting held on 28 February 2018.

RESOLVED: That the minutes of the Amenities Committee meeting held on 28 February 2018 be received and the recommendations be adopted.

b) Public Services – 14 March 2018

Cllr Glass presented the minutes of the Public Services Committee meeting held on 14 March 2018.

RESOLVED: That the minutes of the Public Services Committee meeting held on 14 March 2018 be received and the recommendations be adopted.

c) Policy, Resources & Personnel – 04 April 2018 (postponed from 28 March 2018)

Cllr Alvey presented the minutes of the Policy, Resources & Personnel Committee held on 04 April 2018.

RESOLVED: That the minutes of the Policy, Resources & Personnel Committee meeting held on 04 April 2018 be received and the recommendations be adopted.

Cllr McEvoy left the meeting.

17/127 To consider adoption of revised Standing Orders & Financial Regulations: The Clerk advised that new model guidance has been received this week; however as only minor amendments will be required to the revised standing orders and financial regulations presented tonight (updates will be brought to the Annual meeting due to be held on 09 May 2018) it was agreed to continue with adoption.

RESOLVED: To adopt revised Standing Orders & Financial Regulations as presented (see attached Appendices A & B)

17/128 To note update report on General Data Protection Regulations readiness: The report was noted. The Clerk further advised of a complete package option where a full Data Protection Officer service can be provided by an external company at an annual cost of £1563.90. The Clerk will proceed with this option within his delegated authority; a report of the action taken and how this meets GDPR requirements to be provided to the next Policy, Resources & Personnel Committee meeting due to be held 20 June 2018.

17/129 To accept recommendation from the Policy, Resources & Personnel Committee Meeting 04 April 2018 that the Investment Strategy is adopted and an investment of £190,000 in the CCLA Property Investment Fund is made: It was noted that if required the time scale to redeem the investment is a maximum of one month and a minimum of one day i.e. the investment fund deals once a month.

RESOLVED: To accept recommendation from the Policy, Resources & Personnel Committee meeting 04 April 2018 that the Investment Strategy is adopted and an investment of £190,000 in the CCLA Property Investment Fund is made

17/130 Meeting Resolution Update:

17/106 RESOLVED: To accept the recommendation from Policy, Resources & Personnel Committee meeting 07 February 2018 that FPC invest all surplus funds above the operating costs in a CCLA Deposit Fund to minimise the risk of the council losing funds through bank failure and to provide high liquidity of funds.

UPDATE: CCLA Deposit fund opened, funds yet to be transferred.

The Clerk advised that the “headroom” of the council’s bank account needed to be increased before this transaction could take place. Approval has only recently been provided. He further advised of the difficulties being experienced with the bank relating to amendments in banking permissions following the change in the council’s finance personnel, a detailed letter of complaint will be written to the bank once the issues have been resolved.

17/108 RESOLVED: To accept the recommendation from Policy, Resources & Personnel Committee meeting 07 February 2018 that the Council proceeds with the purchase of the relevant number of land entitlements to secure extra payments under the Basic Payments Scheme until 2020. Costs to be met from payment of the 2017 RPA claim once received.

UPDATE: Funds from the 2017 RPA claim have not, as yet, been received.

It was noted that the funds had now arrived and the purchase of land entitlements proceeding.

17/131 Councillors News and Comments.

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

Cllr Glass advised of complaints relating to car parking on land owned by Fawley Parish Council at the corner of Rolleston Road / Foxcroft Drive. The Clerk advised that he was aware of these concerns and will progress the complaint as soon as possible.

Cllr Spearing informed that the Life Boat Station at Calshot is now offering coffee and cake with the crew each Bank Holiday Monday 10am-2pm, free of charge although there is a collecting bucket on site.

17/132 Correspondence:

a) For response:

- i) NFDC Licensing:** Temporary Events Notice: All Saints Church, Marsh Lane, Fawley, 12/05/18 18.30-23.00, Live music, sale of alcohol & regulated entertainment, 300 people. Noted

b) For information:

- i) Clerk to attend Society of Local Council Clerks Seminar 06&07 June 2018, early bird booking at cost of £335 and hotel costs of £105 made from Admin Training budget code 6504 using 17-18 budget. Noted.
- ii) NFDC Planning Development Control: Notification of changes to the way public notices are published by NFDC. Cllrs requested that an enquiry be made as to whether the Hampshire Independent can be stocked at Gang Warily so that public notices are available to residents.
- iii) Notification of Planning appeal: 17/11727 37 Sycamore Drive, Holbury, Fawley SO45 2QA Proposal: Raise ridge height in association with new first floor Noted.

17/133 Date of next meeting: Annual Parish meeting 25 April 2018, Annual meeting 09 May 2018.

17/134 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.

17/135 Staffing Matters:

a) To note Salary Enhancement for Gang Warily Inclusive Group (GIG) Instructor Responsibility. Members noted the report provided.

RESOLVED: To create an additional responsibility of Head GIG Instructor to the job description of the role of one of the Operations Managers.

RESOLVED: To remunerate the Head GIG Instructor once they have obtained a Level 3 Award in Programming and Supervising Exercise for Disabled Clients, with a salary enhancement of £1000.00 per annum to carry out the role that will be reviewed annually.

b) To accept recommendation from the Policy, Resources & Personnel Committee Meeting 04 April 2018 to adopt Retirement & Flexible Retirement policy. Cllr Alvey advised that the HR Department of NFDC has kindly reviewed the proposed policy; there a couple of minor comments which will be incorporated.

RESOLVED: To accept the recommendation from the Policy, Resources & Personnel Committee Meeting 04 April 2018 to adopt the Retirement & Flexible Retirement policy.

There being no further business the meeting closed at 7.57pm

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Chairman