

FAWLEY PARISH COUNCIL

Minutes of the Annual meeting of Fawley Parish Council held on Wednesday 09 May 2018 at 7pm in the Jubilee Hall, Fawley.

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

Also present: 2 members of the public.

In attendance:

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

Cllr Alvey as the presiding Vice - Chairman took the Chair and welcomed all to the meeting.

PUBLIC SESSION: This session was held after election of the Chairman.

18/01 Election of Chairman – to elect a Chairman of the Council to hold office until the Annual Meeting in 2019.

It was proposed by Cllr Glass and seconded by Cllr Llewellyn that Cllr Alvey be elected as Chairman of the Council. There were no other nominations.

It was **RESOLVED** that Cllr A Alvey be the Chairman of Fawley Parish Council until the next Annual Meeting in May 2019.

Declaration of Acceptance of Office by the Chairman.

Cllr Alvey remained in the chair and signed the Declaration of Acceptance of Office, which was formally witnessed by the Clerk, Steve Postlethwaite. He thanked members for their support and advised he would do his best to represent the Council and the whole of Fawley Parish.

Draft awaiting confirmation at the next Parish Council meeting

PUBLIC SESSION: A member of the public raised concern relating to the fencing off of unregistered land at the rear of the former public conveniences in the Square, Fawley; he considered that the person who had undertaken this work should be prevented by the Parish Council from making a claim on the land in the best interests of the community. The Clerk was requested by the Chairman to investigate the best way to address the concern raised and he would contact Land Registry.

18/02 Apologies. Apologies were sent by Cllr S Carroll, Cllr B Hall, Cllr C Reece and Cllr B Thorne for personal reasons. These were accepted.

18/03 Declarations of interest and dispensations

3.1 To receive declarations of interest from councillors on items on the agenda

Cllr Glass declared a non-prejudicial interest in minute 18/03 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.

3.2 To receive written requests for dispensations for disclosable pecuniary interests (if any) - None

3.3 To grant any requests for dispensation as appropriate - None

18/04 Election of Vice-Chairman: to elect a Vice-Chairman of the Council to hold office until the Annual meeting in 2019.

It was proposed by Cllr Alvey and seconded by Cllr Glass that Cllr B Thorne (in her absence) be elected as Vice-Chairman of the Council. There were no other nominations.

It was **RESOLVED** that Cllr B Thorne be the Vice-Chairman of Fawley Parish Council until the next Annual Meeting in May 2019.

18/05 Appointment of Committees including Chairman and Vice-Chairmen appointments:

a) Amenities Committee

It was **RESOLVED** that the Amenities Committee Membership for 2018/19 be as follows: Cllr A Alvey, Cllr B Thorne, Cllr A Glass, Cllr C Reece, Cllr S Read, Cllr S Milgate, Cllr P Wappet-Madden.

It was proposed by Cllr Alvey and seconded by Cllr Wappet – Madden that Cllr Glass be elected as Chairman of the Amenities Committee. There were no other nominations.

RESOLVED: That Cllr A Glass be elected as Chairman of the Amenities Committee.

It was proposed by Cllr Glass and seconded by Cllr Alvey that Cllr Reece (in her absence) be elected as Vice- Chairman of the Amenities Committee. Cllr Read advised that she would be happy to continue in the role. All present agreed with the proposal.

RESOLVED: That Cllr C Reece be elected as Vice-Chairman of the Amenities Committee. If Cllr Reece declines the appointment then Cllr Read to be appointed as Vice-Chairman of the Amenities Committee.

Draft awaiting confirmation at the next Parish Council meeting

b) Public Services Committee

It was **RESOLVED** that the Public Services Committee Membership for 2018/19 be as follows: Cllr A Alvey, Cllr B Thorne, Cllr B Coyston, Cllr Glass, Cllr B Hall, Cllr M Langdale, Cllr B Spearing.

It was proposed by Cllr Alvey and seconded by Cllr Spearing that Cllr Langdale be elected as Chairman of the Public Services Committee. There were no other nominations

RESOLVED: That Cllr M Langdale be elected as Chairman of the Public Services Committee.

It was proposed by Cllr Langdale and seconded by Cllr Alvey that Cllr Glass be elected as Vice-Chairman of the Public Services Committee. There were no other nominations.

RESOLVED: That Cllr A Glass be elected as Vice-Chairman of the Public Services Committee.

c) Policy, Resources & Personnel Committee

It was **RESOLVED** that the Policy, Resources and Personnel Committee Membership for 2018/19 be as follows:

Cllr A Alvey, Cllr B Thorne, Cllr A Glass, Cllr M Langdale, Cllr Llewellyn, Cllr K Smith with one vacancy.

It was considered that the Policy, Resources & Personnel Committee should be complete and a vacancy for a newly elected councillor to remain on the Amenities Committee.

RESOLVED: Cllr P Wappet-Madden to be appointed to the Policy, Resources & Personnel Committee and a vacancy to remain on the Amenities Committee.

It was proposed by Cllr Llewellyn and seconded by Cllr Glass that Cllr Alvey be elected as Chairman of the Policy, Resources & Personnel Committee. There were no other nominations.

RESOLVED: That Cllr A Alvey be elected as Chairman of the Policy, Resources and Personnel Committee.

It was proposed by Cllr Alvey and seconded by Cllr Llewellyn that Cllr Thorne (in her absence) be elected as Vice-Chairman of the Policy, Resources and Personnel Committee. There were no other nominations.

RESOLVED: That Cllr B Thorne be elected as Vice-Chairman of the Policy, Resources and Personnel Committee.

18/06 Appointment of Representatives to Other Bodies:

It was **RESOLVED** that Representatives to Other Bodies be appointed as follows:

a) New Forest Consultative Panel

Cllr A Glass

b) New Forest Environmental Liaison Committee

Cllrs S Read & B Thorne

Draft awaiting confirmation at the next Parish Council meeting

c) Transport Committee	To be removed
d) Waterside Youth Steering Group	To be removed
e) Waterside Heritage	E Holtham (parishioner)
f) Police Liaison Group	CLRs B Coyston & A Glass
g) Age Concern New Forest East	Cllr K Smith
h) Dibden Allotment Fund	Cllr Alvey - term agreed until 2019

18/07 Chairman's Announcements:

We have been advised of the death of Barry Brookes, former Councillor for the Holbury Ward 2003-2007.

A Spring Clean in Fawley Village took place on Saturday 21 April 2018, with six people attending. Thanks to Operations Manager Kathryn Webb for her excellent organisation of the event and to those that took part.

An invitation to the Dibden Allotment Fund Open Lunch has been received; all members are welcome to attend on Wednesday 13 June 2018, 12 noon at the Hythe Parish Hall.

18/08 Business of Annual meeting in accordance with standing order 5J: Members considered the business of the Annual meeting in accordance with standing order 5J and noted the report provided (see attached Appendix A)

RESOLVED: That the minutes of the meeting held on 18 April 2018 and the minutes of the Annual Parish meeting held on 25 April 2018 be signed as a correct record.

RESOLVED: To adopt the Asset Valuation Policy for inclusion in the asset register (see attached Appendix B).

RESOLVED: To accept the Asset list as presented but to note that some inaccuracies relating to dates of the purchase of buildings are under review (see attached Appendix C).

RESOLVED: To accept the meeting dates for Council and its committees as presented (see attached Appendix D)

18/009 Planning:

a) Parish List:

Advertisement Consent

18/10397

Blackfield Service Station, 150 Hampton Lane, Blackfield, Southampton SO45 1WE

Proposal: Display 4 internally illuminated fascia signs; 1 aluminium panel internally illuminated sign; 1 led panel internally illuminated sign; 2 PVC non-illuminated signs (Application for Advertisement Consent)

(No 3) We recommend permission

Advertisement Consent

18/10491

Site of Fawley Power Station, Fawley Road, Fawley, Southampton SO45 1TW

Proposal: Display 1 No 12 metre high warning flag pole (Application for Advertisement Consent)

(No 3) We recommend permission

Draft awaiting confirmation at the next Parish Council meeting

Full Planning Permission

18/10472

Re-consultation

2 Hope Cottage, Roman Road, Hardley, Fawley SO45 3NN

Proposal: Single-storey rear extension

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

Full Planning Permission

18/10505

Frean, Mopley, Blackfield, Fawley SO45 1YJ

Proposal: Detached garage with room over

(No 2) We recommend refusal as we consider the proposal to be overbearing, out of character with the surrounding area and in front of the existing building line but would accept the decision reached by the District Council's Officers under their delegated powers.

b) New Forest National Park Authority Tree Works:

TPO/18/0368

Roseleigh, Lime Kiln Lane, Holbury, Southampton SO45 2HJ

Prune 3 x Oak trees

Reason for work: Clearing highways/paths/driveways/cables

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

18/010 To receive the Annual Risk Assessment 2018/19: Members discussed the assessment including the likelihood of fire in any of the parish buildings and the possible impact of this, signage for the sight impaired within parish buildings, removal of any less able users of buildings without use of a lift, how to prevent damage caused by strimmer usage, attacks on personnel, lone workers, the new cctv recently installed and liability insurance of lessees. Cllr Glass considered that if the council chamber, currently leased out to a business, was hired to another user the lease should be amended to include the lessee as the responsible person for making sure the room is safe to use.

RESOLVED: To accept the Annual Risk Assessment for 2018/19. Cllr A Alvey as Chairman of the Council to sign the Risk Assessment for 2018-2019 as presented and Steve Postlethwaite to sign as Responsible Finance Officer (see attached Appendix E).

18/011 To approve retrospectively changes in Council's Banking mandate: Members noted the difficulties experienced as Barclays Bank advised that the appropriate level of mandate change was not completed during the changeover in RFO and the need to change the banking mandate without prior approval to allow the Council's day to day business to continue.

RESOLVED: To retrospectively approve the change in the Council's banking mandate – the addition of the Finance & Transparency Officer.

Draft awaiting confirmation at the next Parish Council meeting

18/012 To consider planting tree at Gang Warily in memory of Cllr Bob Wappet: The installation of a bench within the parish in memory of Cllr Wappet was considered. This matter to be brought to a future meeting of the Council when consultation with the family of Cllr Wappet has taken place.

Cllr Glass left the meeting, 7.48pm

18/013 To agree on location for Silent Soldier Silhouette to mark centenary of WWI: Discussion took place. It was **AGREED** that the Silent Soldier Silhouette could initially be located to the side of a new planter purchased for the front of the Jubilee Hall, Fawley and if on receipt it is found to be a moveable item, then it could possibly be transferred to other sites within the parish.

Cllr Glass returned to the meeting, 7.52pm.

18/014 Register of Members' Interests – members to note if any changes are required completion of new forms is necessary. Noted

18/015 To identify councillor volunteers to man the Parish Council Stall at the Armed Forces Day Event Saturday 30 June 2018. Members to contact the office with their availability on the day. The offer of help from Cllr Llewellyn was noted.

18/016 Correspondence:

a) For response:

i) **NFDC Licensing:** Temporary Events Notice: Field adjacent to All Saints Church, Marsh Lane, Fawley, Live music event 02 June 2018, Sale of alcohol and regulated entertainment 11.00 – 23.00 hrs, 450 persons Noted.

ii) **NFDC Licensing:** Temporary Events Notice: All Saints Church, Marsh Lane, Fawley, Live music, 30 June 2018, Sale of alcohol and regulated entertainment 18.30 – 23.00 hrs, 300 persons Noted.

iii) **NFDC Licensing:** Temporary Events Notice: Manor Infant School, Teachers Way, Holbury, SO45 2QG, Summer Fayre, 12 May 2018, Sale of alcohol, 12.00 – 15.00hrs, 200 persons. Whilst it was noted that the Council is unable to object, some members considered the sale of alcohol at a school summer fayre to be inappropriate.

iv) **NFDC Traffic:** Proposed Traffic Regulation Order: Lepe Road Noted.

b) For information:

i) **NFDC Transportation:** Temporary Road Closure Fawley Road, Near Hythe between its junction with Fawley Road Service Link Road and its junction with access road to Forest Lodge Farm. From 02 July 2018 for a period of 3 months or until completion of works whichever is sooner (Notwithstanding the above, it is expected that the closure will be required for no longer than 2 weeks) Noted.

ii) **Planning appeal:** Planning application 17/11562 Land of 5 Chalewood Road, Langley, Fawley SO45 1YU Proposal: Bungalow; parking; landscaping; access onto St Francis Road Noted.

c) **Available from the office:** NFDC Forward Plan of key decisions 01 May 2018 – 31 July 2018.

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18/017 Councillors News and Comments

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

Cllr Coyston advised of the first meeting of the Men's Shed Steering Group where aims and aspirations of the group were discussed. He advised of a donation received from ExxonMobil and wished to thank Fawley Parish Council and the Clerk for help provided. The group hope to meet each Friday until a full Men's Shed committee can be formed.

Cllr Spearing asked if the FPC defibrillator was registered with the Ambulance Service; the Clerk advised it is.

Cllr Spearing further queried whether disabled parking rules for the car park at Jubilee Hall applied in the evening as it appeared as if these are being abused. The Clerk advised they did apply but it is difficult for staff to monitor.

Cllr Read reminded the meeting of the Fawley Dog Show taking place Sunday 05 August 2018, 10am - 4pm, raffle prizes gratefully received and help required on the day.

Cllr Llewellyn advised of her intention to stand for District Councillor for the Fawley, Blackfield and Langley ward.

18/018 Date of next meeting: 27 June 2018 (date change from 04 July 2018). Members noted the reason for the change in meeting date; audit return needs to be approved by Council before 02 July 2018.

There being no further business the meeting closed at 8.04pm.

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Chairman