



**Minutes of the Annual General meeting  
held on Monday 15 May 2017 at 7.30 pm  
in the Fair Oak Village Hall, Shorts Road, Fair Oak**

**Those Present:** Mr P Barrett, Mrs H Douglas (Chairman), Mr J Goss, Mr P Harwood, Mrs D Lusmore, Mr H McGuinness, Mrs M Shephard & Mr P Spearey.

**Apologies:** Mr C Bird, Mr A Cossey, Mr T Mignot, Mr J Noel, Mr R Rushton, Mr D Scott & Mr J Sorley

**In attendance:** Ms C Gosling, Clerk and Mrs J Cahill, RFO.

**PUBLIC SESSION**

None present

**34 ELECTION OF CHAIRPERSON**

Mr Barrett proposed Mrs Douglas as Chairperson, Mr Goss seconded. There were no other nominations. Members voted unanimously in favour and Mrs Douglas signed the declaration of acceptance of office.

Mrs Douglas took the Chair.

**35 ELECTION OF VICE CHAIRPERSON**

Mr McGuinness proposed Mr Spearey as Vice Chairperson, Mrs Lusmore seconded. There were no other nominations. Members voted in favour of Mr Spearey becoming Vice Chairperson.

**36 COMMITTEES**

Mr Sorley, Mr Noel, Mr Barrett & Mr Goss asked to be removed from the Planning & Highways Committee. Mr Sorley was removed, but Mr Barrett, Mr Noel & Mr Goss were asked to remain on the committee due to low numbers. Members discussed the possibility of Borough Members joining the committee especially as most of the applications were delegated. It was agreed to have a further discussion on this subject at Full Council in July.

Mrs Douglas proposed to vote “en bloc” for the appointment of Members to committees, Mr Spearey seconded and all voted in favour. Appendix A.

**37 MEETING DATES 2017/2018**

Members noted meeting dates for 2017/2018.

**38 STANDING ORDERS**

Mrs Douglas proposed to adopt Standing Orders (no changes to current document), Mr Spearey seconded and all voted in favour. Resolved.

## **39 MEMBERS INTEREST FORMS**

Members reviewed their documents and the Clerk will contact absent members.

## **40 DECLARATIONS OF INTEREST AND DISPENSATION**

Mrs Shephard – item 17.

## **41 MINUTES**

Mr McGuinness proposed to approve the minutes of the Full Council meeting dated 24 April 2017, as a true and accurate record, Mrs Lusmore seconded and all voted in favour. There were no matters arising.

## **42 PLANNING AND HIGHWAYS**

Mr Barrett proposed to approve the minutes of 8 May, Mr Harwood seconded and all voted in favour.

## **43 CORRESPONDENCE**

44 Fair Oak and Horton Heath Community Speedwatch report of 08.05.17. Noted.

45 BIFOHH Street Pastors Weekly Diaries: 05.05.17. Noted.

46 NALC – Parkrun Policy Consultation. Noted.

47 HALC – e-update May 2017. Noted.

48 David Blackburn – thank you for Street Pastor grant of £500. Noted.

49 HALC – notice of training available for new Councillors and Officers. Noted.

50 The Royal British Legion Poppy Appeal interim statement. Noted.

51 HALC – Planning Queries Service for member councils. Noted.

52 Eleanor Green – review of matters arising from Internal Audit for 31 March 2017. Noted.

53 One Community – Network Eastleigh and Volunteering Matters. Noted.

54 SEE – invitation to renew members of South East Employers for 2017-2018. Noted.

55 HALC – invitation to Code of Conduct Conference – 14.06.17. Noted.

56 Mr Miller – issues about parking. Noted.

57 Mrs Barker – issues about parking. Noted.

58 Poppy Press – The Legion newsletter – Spring 2017. Noted.

59 Notes of the Village Centre Working Group meeting on 25 April 2017. Noted.

60 British Legion Newsletter April 2017. Noted.

- 61 Civic Voice – big conservation to celebrate 50 years. Noted.
- 62 Notes of the BIFOHH LAG Meeting 15 May 2017. Noted.
- 63 LSI energy – renewal contract for electricity & gas at Lapstone Pavilion. Noted.
- 64 Street pastors report 12/5/17. Noted.
- 65 General election hustings – 22 May 2017. Noted.

**66 OUTSIDE BODIES**

Mrs Douglas proposed, Mr Goss seconded, the appointed representatives for outside bodies for 2017/2018. Appendix B

**67 FINANCE REPORT**

Mr Barrett proposed to approve the Finance Report dated 15 May 2017, Mr Harwood seconded and all voted in favour. Members noted cheque signing and BACS payments.

**68 ANNUAL GOVERNANCE STATEMENT**

Mr Goss proposed to approve the Annual Governance Statement for 2016/17, Mr Barrett seconded and all voted in favour.

**69 FINAL ACCOUNTS**

The RFO tabled the internal auditor's report and the final accounts. Mrs Shephard proposed to approve the Final Accounts for year ending March 2017, noted the internal auditor's comments and the annual return. Mr Spearey seconded and all Members voted in favour. Mrs Douglas completed the Annual Return.

**70 CRICKET CONTRACT**

Mr Goss proposed to approve the cricket contract between the Parish Council and Fair Oak Cricket Club for the 2017 season. Mr McGuinness seconded and all members agreed.

**71 TENANCY NOTICE**

Mr Spearey proposed to terminate the agreement for the letting of the 2 offices within the Fair Oak Village hall ending 31 December 2017. Mr Barrett seconded and the majority voted in favour.

**72 EXTERNAL FABRIC OF PARISH OFFICE BUILDING**

A report from Bargate Homes and an example of the tile was circulated. The tile will be a cost effective and low maintenance replacement for wooden cladding. Mr Goss proposed to accept the material change, Mr Barrett seconded and all voted in favour. Bargate will apply for a variation to the planning condition.

**73 EXTERIOR SECURITY OF COMPOUND**

A quotation of £5024 had been received to replace the proposed fence either side of the sliding gate to a brick wall for security purposes. Mr Goss proposed to allocate the funding from general reserves to the project fund. Mr Barrett seconded and all voted in favour.

This was all the business and the meeting closed at 8.20 pm.

Signed ..... Chairman