



## Fair Oak & Horton Heath Parish Council

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL

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**Minutes of the Policy & Resources Committee meeting  
held on Monday, 18 March 2019 at 7.00 pm  
at 2 Knowle Park Lane, Fair Oak**

**Present:** Cllrs Bird, Couldrey, Mrs Douglas (Chairman), Goss, Mignot, Noel (from item 65), Mrs Shephard & Spearey.

**Also in attendance:** Cllr McGuinness

**Officers in Attendance:** Ms M Stephens, Clerk & Mrs L Greenslade, Deputy Clerk.

Cllr Spearey paid tribute to, following the death of Eleanor Unstead, a former Parish Councillor.

### **PUBLIC PARTICIPATION**

None present.

#### **62 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS**

Cllr Couldrey minute number 67.

#### **63 MINUTES (PAPER A)**

**RESOLVED:**

That the minutes of the meeting held on 21 January 2019, be noted (previously approved by Full Council on 18 February 2019).

#### **64 REPORT OF THE RESPONSIBLE FINANCE OFFICER (REPORT B)**

Members considered the report of the Responsible Finance Officer.

**RESOLVED:**

- a) That the report of the Responsible Finance Officer, be noted; and
- b) That cheque signing, and BACS payments be approved.

#### **65 LONE WORKING POLICY (REPORT C)**

Members considered the Lone Working Policy.

It was suggested that the Clerk investigate future use of personal alarms and smart phones (with gps tracker) for lone workers.

**RESOLVED**

- a) That the Lone Working Policy be adopted; and

b) The Clerk investigate purchasing personal alarms and smart phones.

**66 HIRE CHARGES – DISCOUNT POLICY**

The Clerk gave a verbal report on the current discount charges for local charities. Members considered whether to amend the current discount for the Parish Council hall(s) hire and whether a discount should be given to employees.

**RESOLVED**

That the existing Policy remain the same.

**67 LOCAL PLAN TASK & FINISH GROUP**

Cllr Couldrey declared a non-pecuniary interest, as he was a Borough Councillor and involved in the decisions of the Local Plan. He concluded that under common law there were no issues to prevent him from speaking.

Members discussed establishing a Task & Finish Group to review how EBC should undertake the Master Planning of the Local Plan for areas affecting Fair Oak & Horton Heath.

**RESOLVED**

- a) That a Task & Finish Group be established consisting of Cllrs Bird, Mrs Douglas, McGuinness, Noel, Scott & Spearey and;
- b) That the Task & Finish Group provide an update on their findings at the April Council meeting.

This was all the business and the meeting closed at 7.40 pm.

Signed ..... Chairman