



Fair Oak & Horton Heath Parish Council

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

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**Minutes of the FULL COUNCIL meeting
held on Monday 18 November 2019 at 7.00 pm
at 2 Knowle Park Lane, Fair Oak**

P – present, Ab – absent, Ap – apologies.

P	Cllr Abbott	P	Cllr Douglas	P	Cllr Mignot
P	Cllr Anderson	P	Cllr Forfar	Ap	Cllr Scott
Ab	Cllr Barrett	Ap	Cllr Higby	P	Cllr Spearey
Ap	Cllr Bird		Vacancy	P	Cllr Tennent
Ap	Cllr Couldrey	P	Cllr McGuinness	P	Cllr Warrillow

Officers in attendance: Ms M Stephens, Clerk & Mrs L Greenslade Deputy Clerk

PUBLIC SESSION

There were no members of the public present.

Cllr Tennent queried the omission of reports from Borough and County Councillors on the Agenda. The Chairman said the Parish had received advice that business items only should be conducted during purdah. She asked the Clerk to resume normal practice after the general election.

63 DECLARATIONS OF INTEREST

None received.

64 MINUTES OF MEETINGS (PAPER A)

RESOLVED:

- a) That the minutes of the Full Council meeting held on 21 October 2019 be signed by the Chairman as a correct record;
- b) That the minutes of the Finance Committee held on 28 October 2019 and the recommendations therein be deferred for signing until the next meeting; and
- c) That the minutes of the Asset Committee held on 11 November 2019 and the recommendations therein be approved and signed by the Chairman as a correct record.

65 REPORT OF THE RESPONSIBLE FINANCE OFFICER (REPORT B)

Members considered the report of the Responsible Financial Officer.

RESOLVED:

- a) That the contents of the report be noted; and
- b) That the cheque and BACS payments be authorised.

66 DATE PROTECTION (REPORT C)

The Council considered the Data Protection policies and procedures.

After discussion, it was: -

RESOLVED:

That the Data Protection policies and procedures be adopted.

67 HR POLICIES (REPORT D)

The Council considered the HR policies and procedures After discussion, it was: -

RESOLVED:

That the Council adopt the HR policies and procedures and undertake a review of these in six months time.

68 FORWARD PLAN (REPORT E)

RESOLVED:

That the Forward Plan as set out in Report E be approved.

69 VILLAGE SIGNS PROJECT/TASK & FINISH GROUPS

Village Signs

The Clerk gave a verbal update on the work on the village sign project. Wyvern College had been approached and were very excited to be involved. They had been given a brief to follow and designs would be submitted by April next year. £8000 from ear marked reserves would be used for this project.

Cllr McGuinness suggested having separate signs for the two villages and Members agreed this could be included in Wyvern's submissions.

Task & Finish groups

The café Task & Finish group had met with the Fountain Café in September, and would meet again in January after which a report on interim findings would be submitted to Full Council.

Climate Change

The Clerk advised investigation had been undertaken on the various way in which the Council could promote a "greener" environment. These included: solar panels, electric points & electric vehicles and a water fountain. Climate Change Task & Finish invites for community representatives had been posted on the Council's Facebook and website. Students from Wyvern College Conservation Club had expressed an interest. Once numbers were confirmed dates for the first meeting would be circulated.

70 CHANGE OF MEETING DATE

RESOLVED:

That the Annual Council meeting scheduled for 18 May 2020 be rescheduled to take place on Monday 11 May 2020.

71 MEMBERSHIP OF COMMITTEES/OUTSIDE BODY VACANCY

Following the resignation of Mike Jermy, the Council now had vacancies on Asset & Planning committees and the Allotment Association. Cllr Spearey proposed to defer a decision until the vacancy had been filled, either by election or co-option.

RESOLVED

That the vacancies be deferred.

This was all the business and the meeting closed at 7.45 pm.

Signed..... Chairman