



Fair Oak & Horton Heath Parish Council

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

Telephone: (023) 8069 2403 email: enquiries@fairoak-pc.gov.uk

SUMMONS

Dear Member

14 January 2020

You are hereby summoned to attend a meeting of the FULL COUNCIL at the Parish Offices, 2 Knowle Park Lane, Fair Oak on **Monday, 20 January 2020 at 7.00 p.m.** *or at the conclusion of the public participation period.

Melanie Stephens

Melanie Stephens
Parish Clerk

PUBLIC PARTICIPATION: *If required, the meeting will be preceded by a public participation period of up to 15 minutes, where members of the public are entitled to address the Council on issues relevant to the business of the Parish Council.

AGENDA

APOLOGIES

1 DECLARATIONS OF INTEREST

To receive declarations of interest and dispensation requests.

2 MINUTES OF MEETINGS (PAPER A, PAGES 2-12)

- (a) To approve the minutes of the Council meeting held on 16 December 2019;
- (b) To approve the minutes of the Planning Committee meeting held on 16 December 2019;
- (c) To approve the minutes of the Community Events Sub-Committee held on 13 January 2020; and
- (d) To approve the minutes of the Asset Committee meeting held on 13 January 2020.

3 PLANNING APPLICATION

To consider planning application No [F/19/86707](#)

Site Address: Southampton International Airport, Mitchell Way, Eastleigh, SO18 2HG

Description: Construction of a 164-metre runway extension at the northern end of the existing runway.

4 REPORT OF THE RESPONSIBLE FINANCE OFFICER (RFO) (REPORT B, PAGES 13-21)

To approve the report of the RFO and note cheque signing and BACS payments.

5 PROPOSED CHANGES TO WYVERN CATCHMENT (REPORT C, PAGES 22-28)

To consider the proposed changes to the Wyvern catchment.

6 WORKSHOP SESSION

To discuss key priorities and plans for the development of a corporate action plan.

To: Councillors

D Abbott	H Douglas (Chairman)	T Mignot
S Anderson	K Forfar	D Scott
P Barrett	T Higby	P Spearey (Vice-Chairman)
C Bird	Vacancy	B Tennent
N Couldrey	H McGuinness	G Warrillow

Officers

L Greenslade (Deputy Clerk)
M Stephens (Clerk)



Fair Oak & Horton Heath Parish Council

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

Telephone: (023) 8069 2403 email: enquiries@fairoak-pc.gov.uk

A

Minutes of the FULL COUNCIL meeting held on Monday 16 December 2019 at 7.00 pm at 2 Knowle Park Lane, Fair Oak

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

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

Officers in attendance: Ms M Stephens, Clerk & Mrs L Greenslade Deputy Clerk, Mrs J Cahill, RFO.

PUBLIC SESSION

Two residents expressed grateful thanks to the Parish Council for its dedication in serving the Parish over the year.

One member of the public addressed the Council on the Burnetts Lane development, including the water running off the road and the many pot holes. The Chairman asked Cllr Tennant to respond being the County Councillor representative and responsible for roads. The resident also complained about the treatment he had been given when contacting the Borough Council. Cllr Couldrey, EBC representative, offered to investigate this complaint.

72 DECLARATIONS OF INTEREST

None received.

73 MINUTES OF MEETINGS (PAPER A)

RESOLVED:

- a) That the minutes of the Full Council meeting held on 18 November 2019 be signed by the Chairman as a correct record;
- b) That the minutes of the Finance Committee held on 25 November and 9 December 2019 be signed by the Chairman as a correct record; and
- c) That the minutes of the Planning Committee held on 18 November 2019 be noted.

74 ONE HORTON UPDATE

Members received a verbal report from Eastleigh Borough Councillor, Nick Couldrey on progress at the One Horton development (Appendix 1).

75 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.

76 ANNUAL BUDGET 2020/21 (REPORT C)

The Council considered the Annual Budget 2020/21. This would provide a balanced budget and maintain a 0% increase in the current precept which stood at £103.11 per Band D property.

The Clerk advised of an amendment to the budget, to allow for the increased cost of the music licenses at Horton Heath and Woodlands Community Centre, equating to an extra cost of £3,486.29. Therefore, to balance the budget to the agreed figure, the amount had been deducted from the Meadowsweet Way play area pot, reducing this figure to £26,650.

RESOLVED

That the Annual Budget 2020/21 as set out in Appendix 1 to the Report C, be approved, subject to the amendments that the Meadowsweet Way code be reduced to £26,450 with £3,486.29 being coded to Horton Heath and Woodlands Community Centres to cover increase in music licence fee.

77 CEMETERY ROAD

Wyvern College had recently carried out a survey on the access and egress of their site and intended restricting access in order to address security and safeguarding issues. This would impact on the Council owned Cemetery Road with increased footfall during school drop off and pick up times. Improvements to the road and lighting might be needed.

Preliminary assessments undertaken by the Council's Operations Manager had indicated that an options appraisal report would be submitted in due course.

RESOLVED

That the update be noted.

78 CONDITION SURVEY – HORTON HEATH COMMUNITY CENTRE/LAPSTONE PAVILION

RESOLVED

That the matter be deferred, pending receipt of the condition surveys.

79 FORWARD PLAN (REPORT D)

RESOLVED:

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

80 OUTSIDE BODIES – FAIR OAK SQUASH CLUB

Cllr Douglas reported on the Fair Oak Squash Club including the club's history and improvement plans for the future.

saying the club was started in 1971 by a Dr Bond and whose wife is still President. The club was a private members club run by volunteers, not for profit, and had opened its doors to youngsters on a Saturday morning for a £30 annual fee. It also offered the facilities to anyone who was unable to afford the fee, free of charge. The Club boasts two Nationally ranked players.

81 BOROUGH & COUNTY COUNCILLORS' REPORTS

Cllr Tennent, County Councillor gave a detailed report attached as Appendix to these minutes.

Cllr Couldrey, Borough Councillor advised of the Borough's initiative to create "tree paths" connecting the Parishes, progress of which would be submitted to the Parish Council as and when appropriate.

82 EXCLUSION OF THE PUBLIC AND THE PRESS

RESOLVED

That under Section 1(2) of the public Bodies Admissions to Meetings Act 1960, the public and the Press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information which would be prejudicial to the public interest by reason of its confidential nature (commercial & staffing matters).

83 SCOUT HUT, SHORTS ROAD

The Clerk reported on the latest situation regarding the Scout Hut. A response had been received from the Scouts on 19 November following advice from their valuer, rejecting the Council's final offer. They had asked if the Council would reconsider its offer and if not the case, would submit their valuer's report to the Charity Commission.

After discussion, it was:-

RESOLVED

That the Parish Council would not reconsider its offer and would wait for the outcome of the Charity Commission's findings.

This was all the business and the meeting closed at 8.15 pm.

Signed..... Chairman



Fair Oak & Horton Heath Parish Council

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

Telephone: (023) 8069 2403 email: enquiries@fairoak-pc.gov.uk

Minutes of the Planning & Highways Committee meeting held on Monday 16 December 2019 at 6.30 pm at 2 Knowle Park Lane, Fair Oak

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

Committee:

Ap Cllr Abbott
P Cllr Forfar
Vacancy

P Cllr McGuinness (Vice Chairman)
Ap Cllr Mignot
P Scott (Chairman)

Officers in attendance: Mrs L Greenslade, Deputy Clerk.

PUBLIC PARTICIPATION

There were no members of the public present.

21 DECLARATIONS OF INTEREST

None received.

22 MINUTES

RESOLVED

That the minutes of the meeting held on 18 November 2019 be approved as a true and accurate record.

23 PLANNING APPLICATIONS

Cllrs discussed planning applications received to week ending 6 December 2019 and made the following comments: -

Application No: [H/19/86343](#)

Site Address: 37 Witt Road, Fair Oak, SO50 7FN

Description: Single storey rear extension

Comments: No objection

Application No: [F/19/86707](#)

Site Address: Southampton International Airport, Mitchell Way, Eastleigh, SO18 2HG

Description: Construction of a 164 metre runway extension at the northern end of the existing runway, associated blast screen to the north of the proposed runway extension, removal of existing bund and the reconfiguration and extension of existing long stay car parking to the east and west of Mitchell Way to provide an additional 600 spaces. (This application is subject to an Environmental Impact Assessment)

Comments: The three Members present raised no objection to the proposals, however, requested the application be put to the Full Council in January for discussion.

Application No: [A/19/86316](#)

Site Address: Fair Oak squash Club, Campbell Way, Fair Oak, SO50 7AX

Description: Retrospective application for consent to display 1no. illuminated fascia sign to front elevation.

Comments: No objection

Application No: [F/19/85753](#)

Site Address: Ashbourne Stables, Mortimers Lane, Lower Upham, SO32 1HF

Description: Change of use of existing gym ancillary to equestrian centre (Use Class D2) to a mixed use comprising ancillary gym, personal training gym and provision of physiotherapy treatment (Use Class D1) unconnected to Ashbourne Stables.

Comments: No objection

Application No: [T/19/86922](#)

Site Address: To rear of new dwellings adjacent to informal parking area., Harding Lane, Eastleigh, SO50 8GL

Description: 1 no. Oak (T88) - Fell.

Comments: Members raised no objection to the proposal and would be guided by the Tree Officer.

Application No: [H/19/86405](#)

Site Address: 15 Longfield Road, Fair Oak, SO50 7LX

Description: Two storey side extension

Comments: Members raised no objection, subject to the approval of the adjoining neighbours.

Application No: [H/19/86982](#)

Site Address: 54 Chiltern Crescent, Fair Oak, SO50 7GJ

Description: Insertion of 2no. new windows in east and west elevations

Comments: No objection

Application No: [H/19/86975](#)

Site Address: 1 Stamford Way, Fair Oak, SO50 7JJ

Description: Two storey side extension, front porch and parking space to the front

Comments: No objection

Application No: [LDC/19/86410](#)

Site Address: Ashbourne Stables, Mortimers Lane, Lower Upham, SO3 1HF

Description: Application for a certificate of Lawfulness of an Existing use or Development

Comments: Members had no evidence to the contrary.

DECISIONS

The following list of "decisions made" were noted:-

Application Details H/19/86494 Householder planning

Decision 14 Nov 2019 Permit Delegated Decision

Proposal Erection of detached garage, with storage space above incorporating rooflights (Amended garage design approved under planning permission H/19/85084)

Location Plum Tree Cottage, Durley Road, Horton Heath, SO50 7

Application Details T/19/86584 Consent under Tree Preservation Orders

Decision 20 Nov 2019 Consent To Tree Works For Delegated Decision Proposal 1 Mixed species group (G9) - remove 2 Elm. 1 no. Sycamore (T16) - remove single stem (from multi-stemmed) extending SW towards site of reinstated telegraph pole.

Location St Swithun Wells Church and adj land, Allington Lane, Fair Oak, SO50 7DB

Application Details H/19/86311 Householder planning

Decision 22 Nov 2019 Permit Delegated Decision

Proposal Proposed car port

Location The White House, Botley Road, Fair Oak, SO50 7AN

Application Details H/19/85554 Householder planning

Decision 22 Nov 2019 Permit Delegated Decision

Proposal Retention of front boundary fence

Location 19 Stubbington Way, Fair Oak, SO50 7LQ

Application Details H/19/86588 Householder planning
Decision 28 Nov 2019 Return Invalid Delegated Decision
Proposal Detached garden office and store
Location Sunnymede, Botley Road, Horton Heath, SO50 7DN

Application Details F/19/86433 Full planning
Decision 25 Nov 2019 Permit Delegated Decision
Proposal Retention of Lean to barn, retention pond, Horse walker, storage shed, barbecue lodge, workshop and Bio-mass boiler
Location Ashbourne Stables, Mortimers Lane, Lower Upham, SO32 1H

Application Details F/19/85624 Full planning
Decision 29 Nov 2019 Permit Delegated Decision
Proposal Construction of 4no. detached dwellings with ancillary parking, detached garages and landscaping.
Location Langleigh, Botley Road, Horton Heath, SO50 7DT

Application Details F/19/86429 Full planning
Decision 28 Nov 2019 Permit Delegated Decision
Proposal Proposed modular warehouse extension with chiller unit and new timber fence to match existing
Location Tesco Express, Service Station, Winchester Road, Fair Oak, SO50 7HD

The plans and documents for the above applications can be accessed via the Eastleigh Borough Council Planning Portal by clicking on the links above.

RESOLVED

- a) That the comments set out above, be submitted to the Borough Council; and
- b) That the planning decisions be noted.

This was all the business and the meeting closed at 6.47 pm.

Signed Chairman



Fair Oak & Horton Heath Parish Council

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Minutes of the Community Events-Sub Committee meeting held on Monday 13 January 2020 at 6.00 pm at 2 Knowle Park Lane, Fair Oak

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

Committee:

P	Cllr Anderson	P	Cllr McGuiness (Vice Chairman)
P	Cll Douglas (Chairman)	P	Cllr Spearey
Ab	Cllr Forfar	Ab	Cllr Warrillow

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

PUBLIC PARTICIPATION

Jade Randell, Admissions Adviser from Sunnybank Care Home introduced herself saying the Home was keen to be involved with community events.

10 DECLARATIONS OF INTEREST

None received.

11 MINUTES (PAPER A)

That the minutes of the meeting held on 2 September 2019 (approved by the Full Council on 16 September 2019) as a correct record) be noted.

12 VE DAY CELEBRATION

Members discussed preparation for the VE Day Celebration on Saturday 27 June 2020.

Cllr Spearey believed the community groups should be invited to take part with their stalls.

Cllr Douglas thought the day might be too long and felt it could be condensed.

The Deputy Clerk advised the 2nd Fair Oak Scout Group had liaised with the Hampshire Scouting Heritage who have a display called “Grandad camp” where old fashioned Scouting is displayed. Age Concern had requested sufficient seating, particularly for the elderly and had offered to help with memorabilia and photos. The WI and Fountain Café had extended their help with catering for the tea party.

The Chairman agreed to coordinate a “memories corner” inside the marquee which would include historic photos and war time memorabilia.

RECOMMENDED:

- a) That the local, not for profit, community groups be invited to attend, free of charge, provided they entered into the spirit and dressed and decorated their stalls to the appropriate theme;
- b) That a marquee be hired at an approximate cost of £3000 excluding tables and chairs;
- c) That a vintage bus be hired to transport residents from “The Square” up to the Parish Office car park at an estimate of £800.

- d) That the Mayor, a Veteran and the three guests who had said they were are the original Witt Road street party, be invited;
- e) That the Heritage Scout Grandad camp be arranged;
- f) That the Wyvern Jazz Band be booked;
- g) That toilet hire at an estimate of £755 be arranged;
- h) That Cllr Douglas coordinate a “memories corner” inside the marquee;
- i) That investigations be made into providing a helter skelter and wooden swing boats;
- j) That First Aid at an estimate of £160 be arranged;
- k) That Sandy Ince from the Sticky Toffee Jazz singers be confirmed at a fee of £400;
- l) That a “Swing Dance” group be investigated;
- m) That arrangements with Dave Pipe to attend with his Naafi catering van and any other army memorabilia vehicles be firmed up; and
- n) That the Clerk and Deputy review the timings of the itinerary for the day and bring back to the next meeting;

DATE OF NEXT MEETING

Members agreed a date for the next meeting of Monday 10 February 2020 at 10.00 am in the Parish Office.

This was all the business and the meeting closed at 6.45 pm.

Signed Chairman



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Minutes of the ASSET Committee Meeting held on Monday 13 January 2020 at 7.00 pm at 2 Knowle Park Lane, Fair Oak

P = present, Ab = absent, Ap = apologies

Committee:

Ab	Cllr Abbott	P	Cllr Forfar
P	Cllr Anderson	P	Cllr Scott (Chairman)
Ap	Cllr Bird (Vice Chairman)	P	Cllr Spearey
P	Cllr Douglas	Ab	Cllr Warrillow

Officers in Attendance:

Ms M Stephens, Clerk, Mrs L Greenslade, Deputy Clerk & Mr M Johnson, Operations Manager

PUBLIC SESSION

There were no members of the public present.

28 DECLARATIONS OF INTEREST

Cllr Douglas in Minute No. 31 and Cllr Forfar in Minute number 35.

29 MINUTES (PAPER A)

RESOLVED:

That the minutes of the Asset Committee meeting held on 11 November 2019 (approved by the Full Council on 18 November 2019), be noted.

30 PROPERTY MATTERS

Members received a presentation on current status for all parish properties and public open space attached as Appendix 1 to these minutes.

RESOLVED:

That the contents of the presentation be noted.

31 PEMBERS HILL PUBLIC OPEN SPACE

Cllr Douglas declared a disclosable pecuniary interest on the grounds that the application site was close to her home and could have an effect. She did not participate in the discussion and did not vote.

At the request of Eastleigh Borough Council, the Clerk tabled a proposed landscape plan covering the public open space (POS) to the East of the development and the proposed central area with LEAP.

In discussing the proposed plans for the POS, members felt that they were unable to pass formal comment because of the lack of detail on the map.

As the Council had a number of new members, who were not as familiar with the development and the plans for the POS, the Asset Committee requested that Drew Smith/EBC attend a Parish Council meeting to go through the landscape plans. And that these plans be far more user friendly, colour coded, with keys and more detail provided – e.g. materials for pathways, bench & bin locations etc.

Once this information was provided, members would be better able to provide formal comment.

32 MEADOWSWEET WAY PLAY AREA (REPORT B)

Members considered the interim results of the public consultation as set out in the above report.

The public consultation, which would remain open until the end of January, had so far, received 47 responses. Initial analysis of these responses showed that a large majority of residents would like a woodland themed play area, with natural play equipment. In addition, residents would like to see landscaping, and planting in the public open space on the site.

Members briefly discussed the funding of the play area, and requested that the Clerk update them, should any progress be made with the Pocket Parks Grant, without which, the Council would have to source top-up funding to complete the play area project.

A full options report would be submitted to the April Committee following close of the community consultation.

RESOLVED:

That the contents of the report be noted.

33 COMMUNITY CAFÉ TASK & FINISH GROUP

The Clerk gave a verbal report of progress on the work of the Group. The Group had met on two occasions and were in the process of considering options for the relocation and expansion of the Café, preferably in the centre of the village.

A full presentation from the Café and a report with findings and recommendations would be submitted to February Council.

34 COMMUNITY EVENTS CALENDAR

The Clerk tabled a suggested national awareness days and events calendar for the year (attached as Appendix 2).

The calendar would be used to raise the Council's social media profiles, by suggested facebook posts recognising relevant national awareness days. It also suggested small scale activities that the Council could undertake (such as litter picks during the Great British Spring Clean) during these days.

RESOLVED:

That the Calendar as set out in Appendix 2 be approved.

35 KNOWLE PARK SKATEPARK SHELTER

Cllr Forfar disclosed a non-pecuniary interest as a resident of Knowle Park Lane. She concluded that there were no issues under common law that prevented her from remaining in the meeting to speak and to vote.

The Clerk had been made aware from reports of local residents, that anti-social behaviour continued to take place at the skate park shelter including noise late at night, possible drug taking and often resulting in broken glass being found by the skate park shelter the next day.

Members were concerned to hear that residents were subject to anti-social behaviour but were reluctant to permanently remove the shelter from the site. As a compromise position, members suggested that the shelter, be relocated to another part of the park.

As member wished to resolve this matter swiftly, they requested that the Operations Manager present options for alternative locations for the shelter, for consideration at the 20 January Planning Committee. Members would review the effectiveness of the new location of the shelter at the April Committee meeting.

RESOLVED:

That the skate park shelter be relocated to another area in Knowle Park, with the Operations Manager presenting options for alternative locations for the shelter, for consideration at the 20 January Planning Committee.

36 WORK PROGRAMME (REPORT C)

Members considered the Committee's work programme and made changes as necessary.

RESOLVED

That the Report be noted.

Signed Chairman

Financial Statement Summary

- Total cash held across all bank accounts as at 31st December is £728,862
- Total Petty cash held as at 31st December is £78.78
- Total receipts for December into the current account was £6,838
(see attached for breakdown)
- Total current account payments for December was £23,790
(see attached for breakdown)
- Total BACS invoice payments outstanding is £9,644
- There are no cheques that require signing this month.

Fair Oak and Horton Heath Parish Council

Bank - Cash and Investment Reconciliation as at 1 January 2020

Confirmed Bank & Investment Balances

Bank Statement Balances

31/12/2019	Current Account	64,069.02
31/12/2019	Premier Account	357,228.99
31/12/2019	Public Sector Deposit Fund	307,485.24
31/12/2019	Petty Cash	78.78

728,862.03

Unpresented Payments

60.40

728,801.63

Receipts not on Bank Statement

0.00

Closing Balance

728,801.63

All Cash & Bank Accounts

1	Current Account	64,008.62
2	Premier Account	357,228.99
3	Public Sector Deposit Fund	307,485.24
4	Petty Cash	78.78
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	728,801.63

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		80,960.61					80,960.61	
Banked: 01/12/2019		-0.09						
recoding		-0.09			1200	230	-0.09	recoding
Banked: 01/12/2019		0.02						
recoding		0.02			1200	230	0.02	recoding
Banked: 02/12/2019		60.00						
W..S		60.00		10.00	1200	150	50.00	Room Hire - Parish office
Banked: 02/12/2019		450.00						
P.O		450.00			1200	250	450.00	Room Hire
Banked: 02/12/2019		192.00						
D.S		192.00		32.00	1200	230	160.00	Room Hire - woodlands
Banked: 03/12/2019		143.00						
J W		143.00		23.83	1200	230	119.17	Room Hire - woodlands
Banked: 06/12/2019		117.00						
S.T		117.00			1200	250	117.00	Room Hire - HH
Banked: 07/12/2019		64.00						
D.B		64.00		10.67	1200	230	53.33	Room Hire - woodlands
Banked: 07/12/2019		64.00						
EBC		64.00			1200	230	64.00	Room Hire - woodlands
Banked: 11/12/2019		104.00						
C.P		104.00		17.33	1200	230	86.67	Room Hire - woodlands
Banked: 11/12/2019		60.00						
E.G		60.00		10.00	1200	230	50.00	Room Hire - woodlands
Banked: 11/12/2019		45.00						
R.G		45.00		7.50	1200	230	37.50	Room Hire - woodlands
Banked: 14/12/2019		378.90						
wyvern FC		378.90			1300	100	378.90	football
Banked: 15/12/2019		112.00						
Winch Youth		112.00			1300	100	112.00	football
Banked: 15/12/2019		185.00						
K. R		185.00		30.83	1200	230	154.17	Room Hire - woodlands
Banked: 17/12/2019		68.32						
Eastleigh tomadoes		68.32			1300	100	68.32	football
Banked: 17/12/2019		65.00						
M.M		65.00		10.83	1200	230	54.17	Room Hire - woodlands
Banked: 18/12/2019		129.96						
S.C		129.96			1200	230	129.96	Room Hire - woodlands

Date: 10/01/2020

Fair Oak and Horton Heath Parish Council

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Time: 13:01

Cashbook 1

User: JOANNA

Current Account

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Banked: 18/12/2019		158.00						
HHBC		158.00			1200	250	158.00	Room Hire - HH
Banked: 18/12/2019		81.25						
C.S		81.25			1200	250	81.25	Room Hire - HH
Banked: 18/12/2019		50.00						
EBC		50.00			1200	250	50.00	Room Hire - HH
Banked: 19/12/2019		5.88						
SSE		5.88			4405	150	5.88	electricity
Banked: 19/12/2019		52.00						
S.A		52.00		8.67	1200	230	43.33	Room Hire - woodlands
Banked: 19/12/2019		104.00						
K.S		104.00		17.33	1200	230	86.67	Room Hire - woodlands
Banked: 19/12/2019		78.00						
FO Rainbows		78.00		13.00	1200	230	65.00	Room Hire - woodlands
Banked: 19/12/2019		499.00						
M.M		499.00			1900	100	499.00	Bench
Banked: 19/12/2019		35.80						
D.S		35.80			1200	230	35.80	Room Hire - Pavillion
Banked: 19/12/2019		65.00						
C.M		65.00			1200	250	65.00	Hall Hire - HH
Banked: 19/12/2019		1,690.00						
S.M		1,690.00		281.67	1200	230	1,408.33	Hall Hire - Woodland
Banked: 19/12/2019		54.00						
J.L		54.00		9.00	1200	150	45.00	J.L
Banked: 19/12/2019		91.00						
S,N		91.00		15.17	1200	250	75.83	Hall Hire - HH
Banked: 19/12/2019		192.00						
D.S		192.00		32.00	1200	230	160.00	Hall Hire - Woodland
Banked: 19/12/2019		268.00						
J.W		268.00			1540	510	268.00	Cremation
Banked: 20/12/2019		82.60						
K.D		82.60		13.77	1200	230	68.83	Hall Hire - woodland
Banked: 20/12/2019		153.00						
D.S		153.00		25.50	1200	230	127.50	Hall Hire - Woodland
Banked: 24/12/2019		432.00						
H.I		432.00		72.00	1200	150	360.00	Hall Hire - PO

Continued on Page :

Date: 10/01/2020

Fair Oak and Horton Heath Parish Council

Page: 3

Time: 13:01

Cashbook 1

User: JOANNA

Current Account

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Banked: 24/12/2019		143.00						
J.W		143.00		23.83	1200	230	119.17	Hall Hire - woodlands
Banked: 30/12/2019		70.00						
G.O		70.00		11.67	1200	230	58.33	Hall hire - Woodlands
Banked: 30/12/2019		63.63						
M.L		63.63			1500	500	63.63	Allotment
Banked: 31/12/2019		231.35						
K.F		231.35		38.56	1200	230	192.79	Hall hire - woodlands
Total Receipts for Month		6,837.62	0.00	715.16			6,122.46	
Cashbook Totals		87,798.23	0.00	715.16			87,083.07	

Continued on Page

Payments for Month 9

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
1/12/2019	ACELIFTAWAY	72323	102.85	102.85		500			allotment toilet
1/12/2019	bella crafts	72324	180.00	180.00		500			craft workshops xmas fayre
1/12/2019	CONDOR	72325	43.24	43.24		500			printer consumables
1/12/2019	EBC	72326	35.04	35.04		500			dob bins- Nov
1/12/2019	FIRECARE & SECURITY	72327	138.00	138.00		500			Light replacement - woodlands
1/12/2019	FOX'S CLEANING	72328	25.00	25.00		500			Window cleaning HH
1/12/2019	good directions	72329	240.00	240.00		500			clock maintenance agreement
1/12/2019	HARDING VEHICLE REPAIRS	72330	276.01	276.01		500			Replacement Fuel filter
1/12/2019	INTERCLEAN	72331	1,140.00	1,140.00		500			Cleaning contract
1/12/2019	jarvisfields	72332	1,920.00	1,920.00		500			GDPR Training staff and member
1/12/2019	MALCOLM MACNEISH	72333	184.40	184.40		500			Installation new light fit-PO
1/12/2019	QIC systems	72334	1,356.00	1,356.00		500			Dell PC and Laptop
1/12/2019	REALTIS BUSINESS SOLUTIONS	72335	70.80	70.80		500			Tax digital support fee
1/12/2019	SHAWYERS	72336	480.00	480.00		500			tree inspection at KP
1/12/2019	SOURCE SUPPLIES	72337	250.92	250.92		500			Cleaning products
1/12/2019	SURREY HILLS	72338	1,068.00	1,068.00		500			legal advice - scout hut
1/12/2019	TRADE UK	72339	53.28	53.28		500			Misc Materials
1/12/2019	Travis perkins	72340	284.16	284.16		500			cemetery paving
1/12/2019	twynams charities	72341	100.00	100.00		500			Rent for bus shelter
1/12/2019	siemens FS	DD	534.57		89.10	4120	110	445.47	Tel system rental
2/12/2019	Corporate finance	DD	256.46		42.74	4090	110	213.72	Copier rental
2/12/2019	BT	DD	1.87		0.31	4120	110	1.56	Tel and B'band PO
2/12/2019	southern electric	DD	53.00		8.83	4405	240	44.17	Electricity - pavillio
2/12/2019	Tesco	VISA	74.96		12.49	4305	210	62.47	Fuel
3/12/2019	Allington Nursery	BACS	407.94		67.99	4875	600	339.95	Xmas trees
3/12/2019	DGM	BACS	737.40		122.90	4530	290	614.50	New motor blade
9/12/2019	uk fuels	DD	7.20		1.20	4305	210	6.00	Fuel Card
9/12/2019	Barclaycard	DD	48.04		8.01	4140	110	40.03	Card Payment terminal
0/12/2019	SSE	DD	280.77		13.37	4400	230	267.40	Gas - Woodlands
0/12/2019	Tesco	VISA	103.48		17.25	4305	210	86.23	Fuel
1/12/2019	Overline	DD	167.74		27.96	4120	150	139.78	tel and broadband -PO
1/12/2019	Overline	DD	63.79		10.63	4120	230	53.16	tel and broadband -W'land
2/12/2019	o2	DD	31.49		5.25	4125	110	26.24	mobiles
2/12/2019	payroll	BACS	11,942.68			4000	110	4,451.93	Payroll
						4000	200	7,490.75	Payroll
3/12/2019	SSE	DD	198.21		9.44	4400	250	188.77	Gas - HH
3/12/2019	Adobe	VISA	12.64		2.11	4132	110	10.53	adobe subscription
3/12/2019	British Gas	DD	297.46		49.58	4440	240	247.88	Gas - woodlands
3/12/2019	The Fountain Cafe	01992	60.40			4100	110	60.40	The Fountain Cafe
6/12/2019	Payzone	DD	22.20		3.70	4140	110	18.50	card terminal subscrip
6/12/2019	sage payroll	DD	19.20		3.20	4132	110	16.00	Payroll software subscrip
6/12/2019	Horton heath services	VISA	68.06		11.34	4305	210	56.72	fuel
6/12/2019	ACE LIFTAWAY	BACS	339.00		56.50	4415	250	282.50	Horton Heath skip hire (2018)
6/12/2019	digital river	VISA	49.99			4150	110	49.99	digital river

Continued on Page 5

Date: 10/01/2020

Fair Oak and Horton Heath Parish Council

Page: 1

Time: 13:01

Cashbook 1

User: JOANN

Current Account

For Month No: 1

Payments for Month 9

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
7/12/2019	tescos	VISA	13.10			4100	110	13.10	Meeting refreshments
7/12/2019	British Gas	DD	48.39		8.06	4440	150	40.33	gas - PO
0/12/2019	BT	DD	1.87		0.31	4120	110	1.56	Tel and broadband PO
Total Payments for Month			23,789.61	7,947.70	572.27			15,269.64	
Balance Carried Fwd			64,008.62						
Cashbook Totals			87,798.23	7,947.70	572.27			79,278.26	

PURCHASE DAYBOOK

Creditors for Month No 10

Order by Invoices Entered

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Nominal Ledger Analysis				Analysis Description
							Invoice Total	A/C	Centre	Amount	
07/11/2019	3635		HALC	HALC	285.00	57.00	342.00	4105	110	285.00	Councillor training
04/12/2019	1546		HCC	HCC	46.09	9.22	55.31	4080	110	46.09	Stationary
06/01/2020	9138		FOR	FOR001	127.50	0.00	127.50	4133	110	127.50	PC Checkups
01/01/2020	20680		REALTIS	REAL001	169.00	33.80	202.80	4133	110	169.00	allotments software annual sup
08/01/2020	2120		QIC	QIC	199.60	39.92	239.52	4133	110	199.60	monthly licence
08/01/2020	3693		DYNAMIKA UK	DYNDYN	160.00	32.00	192.00	4425	250	160.00	water sample - HHCC
08/01/2020	72714		ACE	ACE001	68.57	13.71	82.28	4820	500	68.57	allotment toilet
08/01/2020	2938		SURREY	SURR001	450.00	90.00	540.00	4070	110	450.00	legal advice -bus shelter
17/12/2019	2937		SURREY	SURR001	125.00	25.00	150.00	4070	110	125.00	legal advice - scout lease
12/12/2019	1003		LIGHT	LIGH	379.60	75.92	455.52	4875	600	379.60	Xmas lights
28/11/2019	1107		SMART	SMAR001	65.00	13.00	78.00	4134	110	65.00	Marketing support
09/12/2019	2026		QIC	QIC	199.60	39.92	239.52	4133	110	199.60	Marketing support - December
29/11/2019	3363		INTERCLEAN	INT001	102.00	20.40	122.40	4440	150	42.00	Window cleaning service
									230	60.00	Window cleaning service
31/12/2019	3371		INTERCLEAN	INT001	555.00	111.00	666.00	4440	150	90.00	contract cleaning
									230	270.00	contract cleaning
									250	195.00	contract cleaning
11/11/2019	3666		TRAV	TRAV	253.00	50.60	303.60	4875	600	253.00	Alloy tower for xmas lights
18/12/2019	0708		MALCOLM	MALC	190.00	0.00	190.00	4875	600	190.00	installation of socket-xmas li
09/12/2019	11793		FIREC	FIREC	179.00	35.80	214.80	4425	150	179.00	Fire alarm service
02/12/2019	82434		AXIS	AXIS	80.00	16.00	96.00	4425	150	80.00	Engineer callout alarm PO
13/11/2019	943		SURV	SURV	320.00	64.00	384.00	4132	110	320.00	Subscription renewal charge
23/12/2019	1324		PPL	PPL	1,904.17	380.83	2,285.00	4425	230	1,904.17	Music Licence - woodlands
23/12/2019	1323		PPL	PPL	2,781.69	556.34	3,338.03	4425	250	2,781.69	music licence - HHCC
08/01/2020	215138		SOURCE	SOUR001	189.28	37.86	227.14	4435	230	189.28	Cleaning products
02/01/2020	214856		SOURCE	SOUR001	290.00	58.00	348.00	4440	230	290.00	Nappy Bin service
24/12/2019	02577666		EBC	EBC001	23.36	4.67	28.03	4680	320	23.36	Emptying of Dog Bins
16/12/2019	11835		FIREC	FIREC	399.00	79.80	478.80	4425	240	399.00	Fire Risk assessment - Pavilli

Creditors for Month No 10									
Order by Invoices Entered									
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis	
								A/C	Centre
									Amount
									Analysis Description
05/12/2019	1033757241		TRADE	TRAD001	41.67	8.33	50.00	4540	290
									Materials
05/12/2019	1036020061		TRADE	TRAD001	6.65	1.33	7.98	4540	290
									materials
19/12/2019	1037642627		TRADE	TRAD001	16.00	3.20	19.20	4540	290
									timber materials
20/12/2019	1037874331		TRADE	TRAD001	14.84	2.97	17.81	4540	290
									materials
03/01/2020	1039879519		TRADE	TRAD001	23.33	4.66	27.99	4540	290
									materials
TOTAL INVOICES					9,643.95	1,865.28	11,509.23	9,643.95	
VAT ANALYSISCODE S @ 20.00%					9,326.45	1,865.28	11,191.73		
VAT ANALYSISCODE Z @ 0.00%					317.50	0.00	317.50		
TOTALS					9,643.95	1,865.28	11,509.23		

28th November 2019

Dear Consultee,

Hampshire County Council, in conjunction with local schools, has undertaken a review of the secondary school catchment areas covering Fair Oak, Hedge End and Hamble to take account of the increase in demand for school places resulting from the new housing at Chalcroft Farm and Fir Tree Lane.

As a result of that review, Wyvern College Academy Trust is seeking your views on a proposal to:

Remove Chalcroft Farm and Fir Tree Lane from Wyvern College catchment area.

The planned new housing on Chalcroft Farm and Fir Tree Lane currently falls within the catchment area of Wyvern College; however, the college doesn't have enough spaces to absorb the expected demand. It is therefore proposed that Chalcroft Farm and Fir Tree Lane are removed from Wyvern College catchment and included within Wildern School's catchment area for admissions from September 2021 onwards.

Wildern Academy Trust, as the admission authority for Wildern School, has agreed in principle to this proposal and is carrying out its own consultation, available on the website, on a proposal to extend its catchment area to include Chalcroft Farm and Fir Tree Lane. Subject to the outcome of the consultations by Wyvern College Academy Trust and Wildern Academy Trust, both catchment changes would be implemented for school admissions from September 2021 onwards.

Families living in Chalcroft Farm and Fir Tree Lane would still be able to apply for places at Wyvern College but these applications would not be given the same priority as those from families living in its remaining catchment.

Transitional arrangements are also proposed by Wyvern Academy Trust to mitigate the impact of this change for families currently living in the affected area with children already attending Wyvern College, as follows:

Children living in the affected area of Chalcroft Farm and Fir Tree Lane, who have a sibling on roll at Wyvern College who was admitted when their address was still in the catchment area prior to it changing, and who will still be on roll at the time of the younger sibling's admission, will be given catchment priority for admission to Wyvern College, up to and including admission in September 2024.

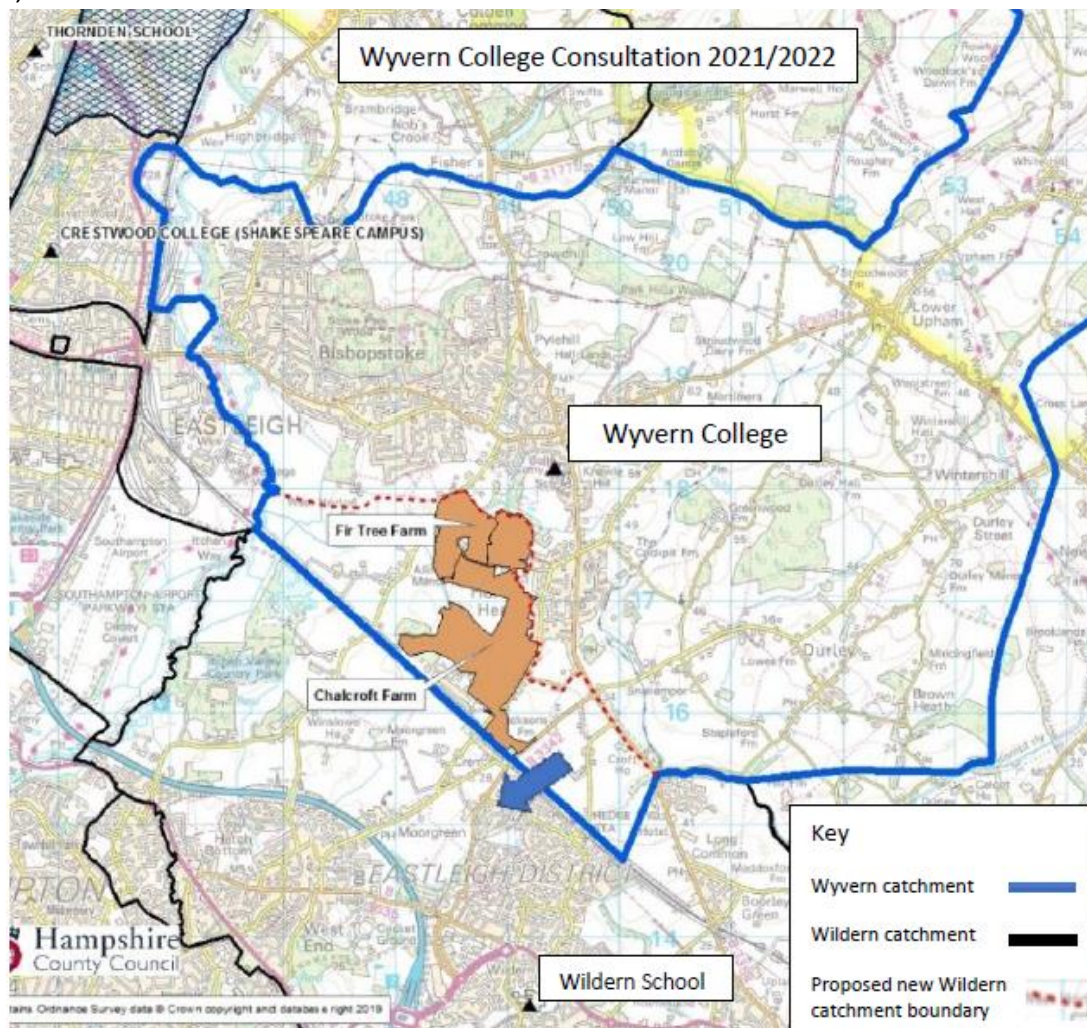
The Wyvern College Academy Trust's consultation proposal, can be viewed on the school website <http://www.wyverncollege.org.uk/college/general-information/catchment-consultation/> from 28th November 2019.

Any comments on this proposal should be sent to Mrs J Smith Wyvern College, Botley Road, Fair Oak, Eastleigh, SO50 7AN or by email to catchmentconsultation@wyvern.hants.sch.uk no later than Friday 24th January 2020. Any comments received will be considered by Wyvern College Academy Trust and will be forwarded onto Wildern School to be included in the consultation.

Yours sincerely

B. D. Rule

B Rule, Head teacher



WYVERN COLLEGE

POLICY NUMBER 2

Draft - ADMISSIONS POLICY

Wyvern College Admissions Policy for 2021-2022

This policy will apply to all admissions from 1 September 2021, including in-year admissions. It will be used during 2020-21 for allocating places for September 2021 as part of the main admission round for Year 7.

Outside the normal admissions round, Hampshire County Council's Fair Access protocol may be applied alongside the policy to secure the admission of vulnerable pupils from specific groups.

Admission Criteria

The Wyvern College Trust is the admission authority for Wyvern College. This policy has been reviewed in accordance with the Schools Admission Code (DfE December 2014). The admission arrangements are determined by Wyvern College Trust, after statutory consultations. All main round admissions are co-ordinated by Hampshire County Council, on behalf of the College as required by legislation.

Wyvern College will consider first all those applications received by the published deadline of **midnight on 31 October 2020. Notifications to parents offering a secondary school place will be sent by the County Council on 1 March 2021.**

Applications made after midnight on 31 October 2020 will be considered after all on-time applications have been fully processed unless exceptional circumstances merit consideration alongside on-time applications.

The published admission number (PAN) for Wyvern College for 2021-22 is 270.

For the normal admission round, all preferences will be considered simultaneously and ranked in accordance with the admission criteria. If more than one school can offer a place, the parent's highest stated available preference will be allocated.

If the College is oversubscribed, places will be offered up to the published admission number (PAN) in the following priority order. Places for applications received after the deadline will be allocated using the same criteria.

1. Looked After Children or children who were previously looked after (see (i) in Definitions).
2. (For applicants in the normal admission round only) Children or families who have a serious medical, physical or psychological condition which makes it essential that the child attends Wyvern College school rather than any other. (Appropriate medical or psychological evidence must be provided in support.)
3. Children living in the catchment area of Wyvern College (see (ii) in Definitions) who at the time of application have a sibling (see (iii) in Definitions) on the roll of the College who will still be on roll at the time of admission. [See 5 for additional children who may be considered under this criterion.]

3a. Children living in the previous included catchment area of Chalcroft Farm and Fir Tree Lane, who have a sibling on roll at Wyvern College who was admitted when their address was still in the catchment area prior to it changing, (September 2021) and who will still be on roll at the time of the younger sibling's admission, will be given catchment priority for admission to Wyvern College, up to and including admission in September 2024. After this date, September 2024, Wyvern will no longer give these children priority. They will be under priority 8, see below.

4. Other children living in the catchment area of Wyvern College.

5. Children living out of the catchment area of the College who at the time of application have a sibling (see (iii) in Definitions) on the roll of the College who will still be on roll at the time of admission. [Where a sibling was allocated a place at the school in the normal admission round in a previous year because the child was displaced (see (iv) in Definitions) from the catchment school for their address, the application will be considered under 3, above, subject to the siblings still living in the catchment area. In future normal admissions rounds a younger sibling will be considered to have been displaced where they were allocated a place at the College under this criterion as a consequence of their elder sibling's displacement and they remain living in the catchment area].

6. Children living out of the catchment area of the College who at the time of application are on the roll of a linked junior or primary school (Fair Oak Junior, Stoke Park Junior, Durley Primary School and Upham Primary School).

7. Children of staff (see (v) in Definitions) living out of the catchment area of the school who have, (1) been employed at the College for two or more years at the time at which the application for admission to the school is made, or (2) have been recruited to fill a vacant post for which there is a demonstrable skill shortage.

8. Other children living out of the catchment area of the school.

A map of the College catchment area can be viewed by making an appointment via the College reception.

Definitions

- (i) Looked After Children are defined as those who are (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989). Previously looked children are those who were previously looked after but immediately after being looked after became subject to an adoption order, child arrangements order, or special guardianship order. An adoption order is an order under section 46 of the Adoption and Children Act 2002 or section 12 of the Adoption Act 1976. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- (ii) The child's permanent residence is where they live, normally including weekends and during school holidays as well as during the week, and should be used for the application. The permanent address of children who spend part of their week

- with one parent and part with the other, at different addresses, will be the address at which they spend most of their time.
- (iii) 'Sibling' refers to brother or sister, half-brother or half-sister, adoptive brother or adoptive sister, foster brother or foster sister, step brother or step sister living as one family unit at the same address. It will also be applied to situations where a full, half or adoptive brother or sister are living at separate addresses. Criteria 3 and 5 include children who at the time of application have a sibling for whom the offer of a place at the preferred school has been accepted, even if the sibling is not yet attending.
 - (iv) 'Displaced' refers to a child who was refused a place at the catchment school in the normal admissions round having named it in the application and was not offered a higher named preference school.
 - (v) 'Staff' includes all those on the payroll of the College. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step parent.

Tie-Breaker

If the College is oversubscribed from within any of the above categories, straight line distance will be used to prioritise applications; applicants living nearer the College have priority. Distances will be measured from the Ordnance Survey home address point to the school reception using Hampshire County Council's Geographic Information Systems (GIS). Distances to multiple dwellings will give priority to the ground floor over the first floor and so on. On individual floors, distances will be measured to the stairs leading to the communal entrance. Where two or more applicants are equidistant, random allocation will be used to allocate the place. An explanation of the random allocation procedure is available on the County Council's website.

Additional Information

1. Pupils with a Statement of Special Educational Needs or Education, Health and Care Plan (EHCP)

The governors will admit any pupil whose final Statement of Special Educational Needs or Education, Health and Care Plan names the College. Where possible such children will be admitted within the PAN.

2. Multiple births

Where a twin or child from a multiple birth is admitted to the College under this policy then any further twin or child of the same multiple birth will be admitted, if the parents so wish, even though this may raise the number in the year group above the College's PAN.

3. In-Year Fair Access placements by the Local Authority

The Local Authority must ensure that all pupils are placed in schools as quickly as possible. It may therefore sometimes be necessary for a pupil to be placed by the Local Authority, or a local placement panel acting on behalf of the authority, in a particular school even if there is a waiting list for admission. Such placements will be made in accordance with the provisions of the Local Authority's In-Year Fair Access Protocol. The Protocol is based on legislation and government guidance.

4. Other In-Year Applications

For most in-year applications, the College will invite the applicant parents and the child to a meeting with key staff to discuss transition arrangements, e.g. availability of option subjects, for Key Stage 4 children, any special needs or pastoral needs, and for a tour of the College during a normal working day. The College will always contact the child's previous school to make preliminary arrangements for the transfer of data and information. We aim to imitate the same careful, best-practice transition liaison that we

apply to new admissions to Year 7.

5. School Closures

In the event of a school closure, pupils from the closing school may be given priority for any school nominated as the receiving school. Specific arrangements will be determined by the Local Authority in accordance with the School Admissions Code and will be published at the time for the specific schools affected.

6. Waiting Lists

When all available places have been allocated, waiting lists will be operated by the College. Any places that become available will be allocated according to the criteria of the Admission Policy with no account being taken of the length of time on the waiting list or any priority order expressed as part of the main admission round. Fair Access admissions and school closure arrangements will take priority over the waiting list.

The waiting list will be reviewed and revised each time a child is added to, or removed from, the waiting list and when a child's changed circumstances affect their priority.

At the time of receiving an application decision from the College, parents will be advised of the process for adding their child's name to the waiting list. Parents may keep their child's name on the waiting list of as many schools as they wish.

Admission of children outside their normal age group

Parents can seek places outside their normal age group. Decisions will be made on the basis of the circumstances of each case; parents may be offered a place in another year group at the College.

Appeals

Parents may appeal where their application has been unsuccessful. The College will arrange independent appeals; the Governing Body is responsible for appeal arrangements. Parents should be aware that the appeal process is entirely separate from the management of the waiting list and submitting an appeal will have no effect on their child's position on the waiting list.

Legislation

This policy takes account of all Equalities legislation, together with all relevant regulations and the School Admissions Code (published by the DfE 2014).

Review Schedule:

Reviewed annually by SLT

