



## FAIR OAK & HORTON HEATH PARISH COUNCIL

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**Minutes of the Full Council meeting  
held on Tuesday 19 July 2021 at 7.00 pm  
at the Parish Office, 2 Knowle Park Lane, Fair Oak**

P – present, Pt – part of the meeting, Ab – absent, Ap – apologies.

	Vacancy	P	Cllr Douglas (Chairman)	P	Cllr Mignot
	Vacancy	P	Cllr Forfar	Ap	Cllr Scott
Ap	Cllr Anderson	Ap	Cllr Higby	P	Cllr Spearey (Vice-Chairman)
P	Cllr Bird	P	Cllr Marsh	P	Cllr Tennent
P	Cllr Couldrey	P	Cllr McGuinness		Vacancy

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

The Chairman announced that Gemma Warrillow had resigned from the Council. The Borough Council had been informed and in line with procedures, notice of a request for an election period would end on 3 August. Should an election not be called, co-option would go ahead at the September Council meeting. The Chairman had written to Gemma thanking for her time spent serving the Council.

### PUBLIC SESSION

No members were in attendance.

### 25 DECLARATIONS OF INTEREST

Cllr Couldrey Minute No. 35.

### 26 MINUTES (PAPER a)

#### RESOLVED

- That the minutes of the Full Council meetings held on 21 June 2021 & 6 July 2021 be signed by the Chairman as a correct record; and
- That the delegated planning decisions of w/e 18 June 2021 be noted.

### 27 CO-OPTION

The Council had two vacancies for co-option. Members considered applications received from three applicants.

Members voted by a show of hands for their preferred candidates.

#### RESOLVED:

That Graham Meech and Peter Barrett be co-opted onto the Council.

## 28 PLANNING

- a) The Eastleigh Borough Council's consultation was considered on the draft Tree and Development Supplementary planning documents and the following comments were made:-

Members felt the strategy was a move in the right direction with extra scrutiny and more emphasis on replacing trees. They welcomed the Borough's proactive approach and thought it was an exciting project.

- b) Eastleigh Borough Council's Local Plan Consultation was discussed and the following comments were made:-

Members were delighted that the strategic growth options site for Fair Oak had been withdrawn and hoped that it would remain so. They regretted the reducing of settlement gaps.

Cllr Tennent felt that the whole process of Local Plans was too lengthy and should be simplified in order that the public could understand them more easily.

### **RESOLVED:**

That the above comments be submitted to EBC.

## 29 FINANCE REPORT (REPORT B)

Members considered the report of the Responsible Finance Officer (RFO). No questions were raised.

### **RESOLVED:**

- a) That the Finance Report be approved; and  
b) That BACS payment be approved.

## 30 FINANCE REGULATIONS (REPORT C)

### **RESOLVED:**

That the Finance Regulations be approved.

## 31 CORPORATE ACTION PLAN (REPORT D)

The Clerk briefed Members on the feedback received following community engagement to the draft Corporate Action Plan as well as the monitoring and review process.

### **RESOLVED:**

That the corporate action plan be adopted.

## 32 PEMBERS HILL PLAY AREA (REPORT E)

At the meeting of 4 May, Members approved the commissioning of a bespoke carved bench and bug hotel at this play area. The Clerk advised there had been several positive comments from residents regarding the work of Vitaplay. She confirmed the play equipment would be ready to use from Friday 23 July.

### **RESOLVED:**

That £2,650 be taken from S106 public art funds for the installation of a “talking bench” and bug hotel.

### **33 COUNCIL CONSTITUTION (REPORT F)**

Members considered the Council’s Constitution which included key corporate policies and procedures. The document would be reviewed on an annual basis. Members requested a few minor amendments.

#### **RESOLVED:**

That the Council’s Constitution, with the minor amendments made, be adopted.

### **34 TENNIS COURT PROJECT**

The Clerk updated Members on the improvement project at the tennis courts. She requested £2,300 additional funding from the Lapstone Ear Marked Reserves to support the resurfacing of the courts.

#### **RESOLVED:**

That £2,300 be taken from earmarked reserves for resurfacing the tennis courts.

### **35 LIBRARY BUILDING FEASIBILITY STUDY**

Cllr Couldrey declared a non-pecuniary interest being related to an employee of Cater Jonas. He concluded that there were no issues under common law that prevented him from remaining in the meeting to speak and to vote.

The Clerk gave a verbal report on progress of the Library building and recommended the next step of undertaking a feasibility study to assess what building improvement works could be undertaken within the current budgets.

#### **RESOLVED:**

That Carter Jonas be appointed to undertake a feasibility study on the library building at a cost of £1,500 from the library budget.

### **36 COMMUNITY CAFÉ**

The Clerk updated Members on the progress of the building design, following the community consultation. To date, twenty residents had responded to the consultation and no real concerns had been raised.

Members expressed their disappointment that the Scouts had yet to formally relinquish their lease. So as not to delay the process, the members requested that the planning application be submitted week commencing 26 July 2021.

The Community Café had launched a mobile van (Flo), which would be stationed at New Century Park twice a week. The idea was to engage with residents about the community café and listen to any concerns.

#### **RESOLVED:**

That formal planning application be submitted on Monday 26 July 2021.

### **37 COMMUNITY DEVELOPMENT OFFICER**

The Clerk explained that as part of the Section 106 agreement for Pembers Hill

Farm, funds had been allocated for the recruitment of a Community Development Officer. Following discussions between the Clerk, Chairman and Eastleigh Borough Council, it was felt that given the grass routes nature of the role, the 4-year fixed term post be managed by the Parish Clerk in consultation with the Parish Council and EBC. The Parish Clerk would oversee the recruitment process in consultation with the Local Area Manager, Chairman of the Council and Chairman of the Local Area Committee.

The new post holder would be invited to regular council meetings to update members on their work and the projects undertaken.

**RESOLVED:**

- (a) That the Community Development Officer post be managed by the Parish Clerk;
- (b) That the Clerk consult that the Chairman of the Council with regards to the recruitment process; and
- (c) That a representative of the Parish be included on the interview panel.

**38 KNOWLE PARK FOOTPATH REINSTATEMENT**

Following the flash floods on Monday 12 July, and the amount of rain received, various sections of the path at Knowle Park had been destroyed. And subsequently had been cordoned off to the public due to health and safety concerns. The Clerk had been in consultation with the Local Area Committee who were keen to support the reinstatements as part of a wider “footpaths initiative” and had indicated their support via section 106 funding.

Members agreed to proceed with the reinstatement of the paths as a matter of urgency by front funding, up to the value of £30k from the Council’s general reserves.

**RESOLVED:**

That £30k be released from general reserves to reinstate various sections of footpath that were washed away during the heavy rainfall on 12 July 2021 be approved.

**39 PEMBERS FARM – PLAY AREA CONSULTANCY**

The Clerk recommended a consultant be employed to oversee the Pembers Farm development of public open space and play provision.

**RESOLVED:**

That David Bowen consultancy Ltd be appointed in the delivery of public open space and play provision on the Pembers Farm Development, funded by Section 106 contributions.

**40 MEMBERSHIPS OF COMMITTEES/TASK & FINISH GROUPS.**

**RESOLVED:**

- (a) That Cllr Barrett be appointed to serve on the Finance Committee; and
- (b) That the remaining vacancies on Committees be filled at the September Council meeting following co-option of the vacancy created by the recent resignation of Gemma Warrillow.

This was all the business and the meeting closed at 8.04 pm.

Signed..... Chairman

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