



FAIR OAK & HORTON HEATH PARISH COUNCIL

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MINUTES OF THE FULL COUNCIL MEETING

HELD ON MONDAY, 20 SEPTEMBER 2021 AT 6.30 PM

AT THE PARISH OFFICE, 2 KNOWLE PARK LANE, FAIR OAK

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

P Cllr Anderson	P Cllr Forfar	Ab Cllr Mignot
P Cllr Barrett	P Cllr Higby	P Cllr Scott
P Cllr Bird	Ap Cllr Marsh	P Cllr Spearey
Ab Cllr Couldrey	P Cllr Meech	P Cllr Tennent
P Cllr Douglas (Chairman)	P Cllr McGuinness	Vacancy

Officers in attendance: Ms M Stephens, Clerk, Mrs M Leadbitter-Allen, Deputy Clerk, Mrs J Cahill, Finance Officer and Mrs C Giles, Admin Officer.

Public in attendance:

- Cllr Broomfield, Eastleigh Borough Council
- Cllr Parker Jones, Hampshire County Council
- Cllr Winstanley, Bishopstoke Parish Council for Minute No 41
- Mr Bray for Minute No 43
- Mr Smith for Minute No 43
- Mrs Spearey for Minute No 41
- Representative from Fair Oak Community Library for Minute No 41
- Representative from St Thomas Church for Minute No 41
- Representative from Age Concern for Minute No 41
- Representatives from Tetra Tech Planning and Vistry Group for Minute No: 46, Application No: [F/21/91132](#)
- Mr Huggett, Hampshire County Council (HCC) Senior Transport Planner Minute No 45

PUBLIC SESSION

The Chairman announced that Philip Spearey had, with effect from 21 September 2021, resigned from the Council. As per due process, the Borough Council would be

informed. The notice of request for an election would conclude on 11th October. Should an election not be called, co-option would go ahead at the November Council meeting.

A representative from Fair Oak Community Library reported on the huge support from residents highlighting that 800 visits, 304 new joiners and 1254 books had been borrowed in the eight weeks since opening. Uptake for community group activities had been significant and the open day held on 4 September had been a huge success.

The Council congratulated the library on their achievements thus far.

41 CLLR SPEAREY PRESENTATION

The Chairman gave a speech recognising Cllr Spearey's outstanding service to the local community over the last 47 years. She thanked him for his contributions and wished him and his wife well in their retirement.

Cllr Douglas presented Cllr Spearey with gifts and cards and Mrs Spearey was given a bouquet of flowers as a mark of appreciation from the Parish Council and wider community.

Others also spoke in appreciation of Cllr Spearey, namely Cllrs Broomfield, Winstanley and the representatives from Age Concern and St Tom Church, giving thanks to Cllr Spearey for all his support to their respective organisations and the wider community.

42 DECLARATIONS OF INTEREST

No declarations of interest were received by members.

43 MINUTES (PAPER A)

RESOLVED

- a) That the minutes of the Full Council meeting held on 19 July 2021 be signed by the Chairman as a correct record;
- b) That the minutes of the Finance Committee meeting held on 13 July 2021 be signed as a correct record; and
- c) That the delegated planning decisions of w/e 9, 23 July, 6 & 20 August and 3 September 2021 be noted.

44 CO-OPTION

Members considered two applications from applicants for the vacancy on the Council.

Both applicants introduced themselves to the Council and presented their reasons for wanting to become members.

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

RESOLVED:

That Michael Smith be co-opted onto the Council with immediate effect.

45 HCC CYCLE ROUTES

The Council considered a presentation from Mr Huggett, Hampshire County Council (HCC) Senior Transport planner on the options available for cycle routes in the parish. The options highlighted included improvements for pedestrians and cyclists on Mortimers Lane funded by allocated section 106 funds from the Pembers Farm development.

Councillors thanked Mr Huggett for his presentation. It was agreed that Councillors submit suggestions or concerns via the Clerk outside the meeting.

Hampshire County Councillor Parker-Jones reminded members of the current HCC cycling & walking consultation and advised the Parish Council to submit a response prior to the 31 October deadline.

46 PLANNING

Application No: [F/21/91185](#)

Address: Land between Burnetts Lane and Allington Lane

Comments: None

Application No: [O/20/89498](#) (amended)

Address: Land at Burnetts Lane, Fir Tree Lane and Allington Lane

Comments: Object

Fair Oak and Horton Heath Parish Council wish to object strongly to the proposed changes to road junctions around Allington Lane, Sandy Lane and Blackberry Drive specifying, the following material considerations:

Public Consultation/Engagement:

EBC has not met the statutory requirements of the Town and Country Planning (Development Management Procedure) Order 2015, Sections 2(b) and 4(ii). Residents of Strawberry Fields were not consulted as part of pre-application process, as the proposed changes directly impact their access to Blackberry Drive. Additionally, a site notice was not sufficiently displayed informing residents of the proposal. Furthermore, as management stakeholders of Y-Zone, Fair Oak and Horton Heath Parish Council should have been consulted directly to advise on the impact of the proposed road on the external recreational facilities at Y-Zone. Bishopstoke Parish Council, as landowners of the Public Open Space were also not sufficiently consulted. The Parish also believes that EBC has acted contrary to its published Statement of Community Involvement.

Lack of Information:

The documentation supplied with the planning application was woefully inadequate, consisting merely of drawings, lacking essential details, and without proper explanation of the plans.

Highway Safety:

The members are extremely concerned for the safety of the users of Blackberry Drive as the right turn into Fair Oak Road could be dangerous. There also seems to be no thought given to the safety of pedestrians and to cyclists who use this busy stretch of highway to access the schools in the area and Stokewood Surgery. The Parish supports and echoes the views raised by Hampshire County Council Highway Authority in this regard.

Traffic Flow:

The plans do not sufficiently explain how the road restructure will ease traffic flow along this stretch of highway.

Fair Oak and Horton Heath Parish Council believes that this element of the application is not in the spirit of the National Planning Policy Framework and therefore advises that all comments received are reviewed, and that all stakeholders and residents are party to a consultation that feeds into a revised application.

Fair Oak and Horton Heath support the comments made by Hampshire County Council, Bishopstoke Parish Council and the Burnetts Housing Residents Association in their objections.

Application No: [F/21/91266](#)

Address: Chalcroft Farm, Photovoltaic Installation, Land west of Burnetts Lane

Comments: None

Application No: [F/21/91132](#)

Address: Treetops, Allington Lane, Fair Oak

Comments: Note of Concern

Council requests that further review be undertaken on the access and egress of the development to limit the traffic on Allington Lane which is currently at capacity as a busy and dangerous highway for cyclist and pedestrians.

RESOLVED:

That the above comments be submitted to Eastleigh Borough Council.

47 FINANCE REPORT (REPORT B)

Members considered the report of the Responsible Finance Officer (RFO).

RESOLVED:

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

48 TREE MANAGEMENT POLICY & PLANTING SCHEDULE (REPORT C)

The Council considered the proposed tree management policy and planting schedule.

Cllr McGuinness queried the use of forest tree species, particularly White Beam and Oak in the proposed planting schedule. As such, the Chairman suggested that councillors submit suggestions to the Clerk for alternative tree species prior to the next full council meeting. Accordingly, it was:

RESOLVED:

That the tree management policy and planting schedule be reconsidered at the next meeting for resolution.

49 COUNCIL INSURANCE (REPORT D)

The Council considered the insurance renewal for the period 1 October 2021 – 30 September 2022. It was

RESOLVED:

- a) That Hiscox be appointed as the Council's insurers for the period 1 October 2021 – 30 September 2022; and
- b) That the annual premium cost of £10,256.78 plus admin fee, be approved, with the increase in costs being met from the Council's general reserves.

50 COMMUNITY INVESTMENT PROGRAMME (CIP) (REPORT E)

The Council considered the CIP list for submission to Eastleigh Borough Council.

The Clerk informed members that the Knowle Park footpath reinstatements would be added to the list as the Local Area Committee had already verbally committed to assisting with this project.

The Chairman requested that an 'Outside Book of Remembrance' be prioritised for 2025 in recognition of the 80th Anniversary of the end of World War 2. It was

RESOLVED:

That the CIP list be agreed, subject to the inclusion of the Knowle Park Footpath reinstatements.

51 KNOWLE PARK FOOTPATHS

The Council considered the quotes received to reinstate sections of footpaths at Knowle Park which had been subject to damage following the flash flooding in June.

Following discussion, it was:

RESOLVED:

That 'Ableman Plant Hire' be awarded the contract to reinstate the footpaths, with £27,000 being taken from general reserves to front fund these works in advance of contributions being received from Eastleigh Borough Council (see previous minute).

52 Y-ZONE

The Clerk informed members that following a robust tendering exercise, Eastleigh Borough Council had awarded the youth service delivery contract at the Y-zone to Youth Options.

RESOLVED:

That the information provided be noted.

53 STREET TRADING REQUEST

The Council considered a request for street trading. Following discussion, it was:

RESOLVED:

- (a) That the application for street trading on Council owned land be refused; and
- (b) That a street trading policy be drafted for consideration at the November Council meeting.

54 MEETING DATES (REPORT F)

The Council considered the meeting dates for 2021-2023.

RESOLVED:

That the meeting dates set out in Report F be agreed.

55 WORK PROGRAMME (REPORT G)

The Council considered the work programme for 2021-22.

RESOLVED:

That the work programme be noted, subject to the addition of the street trading policy.

56 ADDENDUM TO THE CURRENT RULES & REGULATIONS RELATING TO FAIR OAK CEMETERY

RESOLVED:

That the following addendum be made to the current rules and regulations with effect from 30 September 2021:

“Burial plots can only be used for the purpose of interring a maximum of two bodies. In addition two sets of ashes, if inside a biodegradable container, or four sets of loose ashes can also be interred. Strictly no burial plots are to be used solely for cremated remains.”

57 APPOINTMENT OF INTERNAL AUDITOR

RESOLVED:

That Mrs Eleanor Greene of “Do the Numbers” be appointed Internal Auditor for the period 2021 – 2023.

58 TREE & BEE CORIDDOR PLANTING PROJECT

RESOLVED:

That £960 be taken from the Village Centre Ear Mark Reserve to cover landscape design consultancy fees.

59 MEMBERSHIPS OF COMMITTEES/TASK & FINISH GROUPS.

RESOLVED:

- a) That Cllrs Meech, Smith & Forfar be appointed to serve on the Asset Committee;
- b) That Cllr Forfar be appointed to serve on the Finance Committee; and
- c) That Cllrs Meech and Smith be appointed to serve on the Community Events Sub-Committee.

This was all the business and the meeting closed at 8.30pm.

Signed..... Chairman

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