



## FAIR OAK & HORTON HEATH PARISH COUNCIL

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### **Minutes of the Full Council Meeting held on Monday 18 July 2022 at 6.00 pm at the Parish Office, 2 Knowle Park Lane, Fair Oak**

P – present, Pt – part of the meeting (f = from item), Ab – absent, Ap – apologies.

Ab	Cllr Anderson	P	Cllr Bird	P	Cllr Stuppel
P	Cllr Forfar	Ab	Cllr Marsh	P	Cllr Douglas (Chairman)
Ab	Cllr Mignot	P	Cllr Smith	P	Cllr McGuinness
P	Cllr Barrett	P	Cllr Couldrey (Vice Chair)	P	Cllr Tennent
P	Cllr Higby	P	Cllr Meech		
Ab	Cllr Scott				

**Officers in attendance:** Ms M Stephens, Clerk, Mrs Greenslade/Mrs M Leadbitter-Allen, Deputy Clerks & Mrs J Cahill, Responsible Finance Officer.

#### **PUBLIC SESSION**

The Agent on behalf of the Cockpits planning application – item 30.

#### **27 DECLARATIONS OF INTEREST**

Cllrs Forfar & Stuppel – item 37.

#### **28 MINUTES (PAPER A)**

##### **RESOLVED:**

- That the minutes of the Full Council meeting held on 20 June 2022, be signed by the Chairman as a correct record.
- That the minutes of the Asset Committee meeting held on 7 June 2022, and recommendations therein, be approved and signed by the Chairman as a correct record.
- That the minutes of the Finance Committee meeting held on 14 July 2022, and recommendations therein, be approved and signed by the Chairman as a correct record; and
- That the delegated planning decisions of w/e 10 & 16 June 2022 be noted.

#### **29 FINANCE REPORT (REPORT B)**

Members considered the report of the Responsible Finance Officer (RFO) who was in

attendance to answer any questions.

**RESOLVED:**

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

**30 PLANNING APPLICATIONS**

Members noted that there was only one application to consider, not three as posted on the Agenda, as follows: -

**Application No:** [F/22/93315](#)

**Address:** Cockpit Farm Barn, Knowle Lane, Horton Heath

**Description:** Construction of nine (9) dwellings, landscaping, parking and associated works following demolition and site preparation.

**Comments:** Object on the grounds that: (1) the site is outside the urban edge and contrary to Policy, (2) the site forms part of the strategic gap between Horton Heath and Fair Oak, (3) the Borough Council has met its 5 year supply plan for homes and therefore there is insufficient reason for additional dwellings.

**RESOLVED:**

That the above comments be submitted to EBC.

**31 SUPPORTED PASSENGER TRANSPORT CONSULTATION**

The Council considered the response to Hampshire County Council's Supported Passenger Transport Consultation the deadline for which was 24 July 2022.

In discussing the response, Cllr Meech expressed the view that the Parish should support the response submitted by Eastleigh Borough Council (EBC's). Other members agreed. Cllr Higby also expressed concerns regarding the detrimental impact the proposals would have on vulnerable residents, increase in cars on the road if people have to find alternatives – environmental impact. Also the impact on people due to the cost of living increases resulting in less money for travel.

**RESOLVED:**

That the Parish Council support EBC's response with additional comments regarding the need to protect the interest of vulnerable members of the community which would be adversely affected by the proposals.

**32 COUNCILLOR HANDBOOK AND COUNCILLOR TRAINING PROGRAMME (REPORT C)**

The Council considered the councillor handbook and newly created councillor training programme which was proposed to commence from September 2022.

Members were impressed with the content of the handbook and thanked the staff for their hard work in preparing the document.

**RESOLVED:**

That the Councillor handbook and training programme be agreed.

### **33 SOLAR BENCH LOCATION**

The Clerk outlined the history of the two solar benches originally placed outside the library and Latham Road. She advised that they were now ready to be reinstated following repair and maintenance, to include signage outlining their purpose and general care. The Operations Team had suggested re-locating the benches to New Century due to the recent vandalism to one of them and asked members to consider this as a suggestion.

Cllr Bird, Chairman of the Village Task & Finish Group reported that the decision to place these was discussed at their recent meeting and the Group had recommended that the benches be put back in their original locations.

#### **RESOLVED:**

That the two benches be re-located at their original sites.

### **34 WORK PROGRAMME (REPORT D)**

#### **RESOLVED:**

That the work programme be noted.

### **35 EXCLUSION OF THE PUBLIC AND THRE 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 and staffing matters).

### **36 TRACTOR TENDER (REPORT E)**

Members considered the outcome of the tendering process to purchase a replacement tractor, in support of maintaining parish assets to assist with the 2022 grass cutting season. The budget allocated for the purchase had been set at £40,000.

Three tenders had been received and scored accordingly with a recommendation to appoint provider A as the supplier, at a sum of £31,395.

Members also considered and approved the proposal to allocate the remaining £9,000 for the purchase of a hedge flail.

#### **RESOLVED:**

- a) That T H White Ltd provide the replacement tractor at a sum of £31,395; and
- b) That three quotes be obtained for the purchase of a hedge flail using the remaining budget funds of £9,000.

### **37 COMMUNITY CAFÉ TENDER (REPORT F)**

Cllr Forfar declared a pecuniary interest as a business owner putting forward a tender. She did not take part in discussions and did not vote.

Cllr Stupple declared a non-pecuniary interest as a volunteer of the Community Cafe. He concluded that there were no issues under common law that prevented him from remaining in the meeting to speak and to vote.

Tenders had been received for the whole project and individual construction packages. These had been scored accordingly with a recommendation to appoint provide (A) to undertake the complete project.

Members noted that the preferred contractor, despite offering the best value for money, had quoted £55,246.24 over the £275,134 original construction budget. The increase in the construction costs was 20.1%. This was not unexpected given the increase and fluctuation in construction materials together with increased pressure in supply and demand in the sector generally. Members were reassured by the Finance Officer, that these additional funds could be met within the Council's reserve fund.

In order to support the continuation of the project delivery, it was:

**RESOLVED:**

- a) That subject to the Clerk and Chairman being satisfied with the results of a detailed tender analysis, sense checking the bid submission and their suitability as a contractor, the Council award the contract for the complete construction of the Community Café Shorts Road to Vision D&B; and
- b) That the Council allocates £55,246.24 from general reserves to the project.

**38 STAFFING MATTERS**

The Clerk verbally reported on staffing issues and put forward recommendations for staff awards.

**RESOLVED**

That the recommendations put forward by the Clerk be agreed.

Signed ..... Chairman

This was all the business and the meeting closed at 7.15pm