# **SUMMONS**

Dear Member 14 March 2023

You are hereby summoned to attend a meeting of the FULL COUNCIL held on **Monday, 20 March 2023 at 6.00 pm** at the Parish Office, 2 Knowle Park Lane, Fair Oak.

Melanie Stephens

Melanie Stephens, Parish Clerk

**PUBLIC PARTICIPATION**: This meeting is open to members of the public. If you wish to speak at the meeting, you should submit a request by email to clerk@fairoak-pc.gov.uk by 4 pm on Friday 17 March 2023.

# **AGENDA**

## PART I - PUBLIC SESSION

## APOLOGIES

## DECLARATIONS OF INTEREST

To receive declarations of interest and dispensation requests.

## MINUTES OF MEETINGS (PAPER A, PAGES 4-15)

1. To approve the minutes of the Council meeting held on 20 February 2023 as a correct record, and
2. To approve the minutes of the Special Council meeting held on 7 February as a correct record, and
3. To note the planning delegated decisions made w/e 13 January 2023; 13 February 2023; 20 February 2023

## STOKE PARK FARM (PRESENTATION)

To receive a presentation from Eastleigh Borough Council’s Estates and Contracts Manager.

The consultation can be found via [Stoke Park Farm - Eastleigh Borough Council Citizen Space - Citizen Space](https://eastleighboroughcouncil.citizenspace.com/communications/stoke-park-farm/)

## CHAIRMAN’S ANNOUNCEMENTS

## CLERK’S UPDATE

## FINANCE REPORT (REPORT B, PAGES 16-24)

To consider the report of the Finance Officer and approve the BACS payments.

## PLANNING APPLICATION

To consider the following planning application for formal comments to Eastleigh Borough Council:

**Application No:** [F/23/94713](https://planning.eastleigh.gov.uk/s/papplication/a1M4J000001xJjk)  
**Address:**Cockpit Farm Barn, Knowle Lane, Horton Heath  
**Description:** Construction of 6.no dwellings, including landscaping, parking and associated works following demolition and site preparation.  
**Planning Specialist Contact Details**  
Email: [alex.webb@eastleigh.gov.uk](mailto:alex.webb@eastleigh.gov.uk)

## DISCUSS IN-SHOP ADVERTISING OF VAPING PRODUCTS IN THE VILLAGE

To consider asking local shops not to display vaping products in prominent positions.

## TRAINING POLICY (REPORT C, PAGES 25-30)

To review and approve the Training Policy.

## EXCLUSION OF THE PUBLIC AND THE PRESS

At the conclusion of this part of the Agenda, the Chairman will move the following resolution: -

“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 (staffing matters)”

## PART II – PRIVATE SESSION

Members are reminded that reports and information relating to this session are not for publication and should be treated as strictly confidential.

## STAFFING MATTERS

To note the outcome of the staff appraisal process.

## WORK PROGRAMME (REPORT D, PAGES 31)

To note the work programme and make any amendments as necessary.

**To: Councillors**

S Anderson

P Barrett

C Bird

N Couldrey

H Douglas (Chairman)

K Forfar

T Higby

M Marsh

**Councillors** (cont)

G Meech

H McGuinness

Vacancy

D Scott

M Smith

B Tennent

G Stupple**Officers:**

J Cahill (Finance Officer)

M Leadbitter-Allen (Deputy Clerk)

M Johnson (Operations Manager)

M Stephens (Clerk)