



FAIR OAK & HORTON HEATH PARISH COUNCIL

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL ☎ (023) 8069 2403

✉ enquiries@fairoak-pc.gov.uk 🌐 www.fairoak-pc.gov.uk

📱 @fairoakandhortonheathparishcouncil 📷 fairoakandhortonheath

Minutes of the Full Council Meeting held on Monday 19 June 2023 at the Parish Office, 2 Knowle Park Lane, Fair Oak

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

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|----|-----------------|----|---------------|----|--------------|
| P | Cllr Anderson | P | Cllr Couldrey | P | Cllr Meech |
| P | Cllr Barrett | P | Cllr Douglas | Ab | Cllr Scott |
| Ap | Cllr Bird | Ap | Cllr Forfar | Ab | Cllr Smith |
| P | Cllr Broomfield | P | Cllr Higby | P | Cllr Stupple |
| P | Cllr Chivuchi | P | Cllr Marsh | P | Cllr Tennent |

Officers in attendance: Mel Stephens, Clerk, Michelle Leadbitter-Allen, Deputy Clerk, Joanna Cahill, Responsible Finance Officer and Neil Cook, Grounds Operative

Apologies: Cllrs Bird and Forfar

PUBLIC SESSION

No members of the public addressed the Council.

16. DECLARATIONS OF INTEREST

Cllrs Broomfield, Couldrey and Marsh declared interests in Minute No. 28.

The Council noted the dispensation granted to all members with regards to consideration of the precept setting, made under the Clerk's delegated powers

17. MINUTES (PAPER A)

RESOLVED:

- (a) That the minutes of the Full Council meeting held on 15 May 2023, be signed by the Chairman as a correct record; and

- (b) The delegated planning decisions of the week ending 7 April, 28 April, and 19 May be noted.

18. CO-OPTION

Council reviewed applications received and considered the presentations given by the applicants. After the secret ballot vote it was;

RESOLVED:

That Trudie Higby and Steve Broomfield be co-opted onto the Parish Council.

Both signed the Declaration of Acceptance of Office.

19. FINANCE REPORT (REPORT C)

The Council considered the finance report including the revised Annual Accounting Statement 2022-23. The statement had been revised following identification of a coding error.

RESOLVED:

- a) That the contents of the report be noted,
- b) That the BACs payments be approved,
- c) That the revised AGAR be approved and signed by the Chairman for submission to external auditor, and;
- d) That the resulting change to public viewing rights dates be noted.

20. CLERK'S UPDATE

The Clerk delivered a general update with the following salient points: -

Library –

At the site visit on the day of the meeting, the flooring and final touches to decorations and skirting boards had been completed. The internal refurbishment works were due for completion within a week of the meeting. External works had begun and were expected to be completed in 2 weeks. It was expected that the library would re-open to the public on 17 July with the re-launch event on 12 August.

Cllr Couldrey, Community Library Trustee thanked the Clerk on behalf of the Library Volunteer Group for her hard work coordinating the refurbishment with minimal disruption to the volunteers and library users.

Lapstone 2nd Cricket –

The planning permission for the 2nd wicket at Lapstone Playing Fields would be determined by the Local Area Committee on 28 June.

Objections had been received raised by the Ramblers Association on the grounds of their concerns regarding school traffic from the One Horton Heath development. Traffic calming measures due to school parking/traffic fell outside the scope of the Application.

Five local residents had objected on the grounds that the location of the nets which they understood to be by the tennis courts. It was clear that residents had misunderstood the application, as the nets would be located to the northeast of the field furthest away from properties.

The application was recommended for approval with conditions by EBC's Planning Officer.

Phase 1 of work was planned to take place in September with the construction of the cricket pitches and the installation of irrigation and nets. Three tenders for the work had been received by EBC.

Phase 2 of works which included the culvert extension, footpaths and landscaping would commence during Spring or early Summer 2024.

Pemblers Hill Public Open Space:

The Clerk reported that after consulting with the developer and Eastleigh Borough Council it has been agreed to change the current plan for the setting out of the pathways which saw them go through the play area location. As this was not appropriate, EBC had agreed to an alteration of the pathways.

Drew Smith will move off the site in October, at which time, it was likely that the 12 months maintenance period would begin.

Crowdhill Green Play Area:

The Play area had been completed and inspected prior to opening on Friday 9th June. A soft launch had taken place with an ice cream van on site giving away free ice creams to the first 100 children that visited the park.

Upper Barn Copse:

The formal land transfer from Eastleigh Borough Council to the Parish Council had taken place.

BT Leased Line:

The installation of the BT leased line had been delayed due to an unexpected, blocked duct in Botley Road. A completion date for this work had yet to be determined.

21. GRASS CUTTING (REPORT D)

The Council considered a proposal to amend the grass-cutting maintenance routine

from frequency-based to standards-based as well as allow specific sites to 'flourish' as part of the No Mow May campaign.

Members approved the proposed changes, however, reiterated the importance of clearly communicating the Council's ambitions and the locations of areas allowed to flourish with the residents.

The Clerk agreed to add more signage where necessary and to discuss with the Operations Team how best to introduce more wildflowers to the area.

Members requested that a review of the new grass-cutting routine be undertaken with a report back to the Council in a year's time.

RESOLVED:

- i. That the content of the report be noted;
- ii. That the grass-cutting standards including the cut frequency at Appendix 1 be approved; and
- iii. That the 'list of areas allowed flourish' identified for the 2024 season, as part of the adoption of 'No Mow May' as set out in Appendix 2 be approved.

Action: MS

22. PAVILION CLUB HOUSE PRESENTATION

The Clerk explained that the score box at the pavilion was not fit for purpose as it had been located incorrectly so was not visible from the 1st cricket wicket and would not be visible from the 2nd cricket once completed. Upon consultation with Eastleigh Borough Council and Fair Oak Cricket Club, it had been suggested, that plans be drawn up showing a new location for the score box, to accommodate the new wicket. The Council had approximately £67k in its Ear Marked Reserves allocated for improvements to the Pavilion.

The Council viewed a presentation of the proposed alterations to the Pavilion Club House as part of the second wicket project.

Members discussed the suggested alterations and; -

RESOLVED:

- i. That the Clerk investigate the costs of architectural drawings for moving the score box and adding a balcony onto the pavilion clubhouse; and
- ii. That the Clerk presents findings to the Council at its meeting in September.

Action: MS

23. IT REVIEW (REPORT E)

The Council considered the outcome of an internal review of the Council's ICT infrastructure including the proposal to appoint a new ICT support service.

The Clerk explained to the members that there were several issues affecting the IT performance at the parish council offices, these included the ADSL line and bandwidth capabilities, the VOIP, and the current level of IT support.

The Council considered the proposals and thanked Neil Cook for his input in the review including cost comparisons of prospective providers.

Members raised their concerns regarding the inefficiencies of the current IT infrastructure and stressed the need for robust systems in place to ensure effective staff working and service delivery.

As such, it was:

RESOLVED:

- i. That the outcome of the ICT Infrastructure Review and implementation plan be noted;
- ii. That the expenditure as contained within the Council's approved budgets be noted;
- iii. That the implementation plan as set out in Appendix 1 be approved; and
- iv. That Provider 1 be contracted to support the Council, subject to completion of due diligence checks being completed and satisfactory references received.

24. COMMUNITY GRANT POLICY REVIEW (REPORT F)

The Council considered proposed changes to the Community Grant Policy, including the eligibility policy and the introduction of an Application Pack.

RESOLVED:

That the revised Community Grants Policy which included the new application pack, and the additions to the eligibility criteria attached at Appendix 1 be approved.

25. STAFF MATTERS (REPORT G)

The Council considered changes to staff resources following the resignation of two caretakers as well as the successful appointment of the Community Development Officer.

Members expressed their thanks and gave recognition to Colin Hardwicke for his work maintaining the cricket wicket and Neil Cook for his support to the Clerk when undertaking the I.T review.

Members requested that the Finance Committee review the staff recognition award policy at its meeting in July.

RESOLVED:

- i. That the contents of the report be noted;
- ii. That delegated authority be given to the Clerk, in consultation with the Chairman and Deputy Clerk to review the current organisational structure for approval at a future Council meeting; and
- iii. That the Finance Committee be requested to review the staff recognition award at their meeting in July.

26. MEMBERSHIP OF COMMITTEES, TASK & FINISH GROUPS & OUTSIDE BODIES

RESOLVED:

- i. That Cllr Broomfield fill the vacancy on the Asset Committee;
- ii. That Cllr Higby & Cllr Chivchuri fill the two vacancies on the Finance Committee;
- iii. That Cllr Chivchuri fill the vacancy on the Budget Task and Finish Group;
- iv. That Cllr Higby fill the vacancy on the Community Café Task and Finish Group; and
- v. That Cllr Bird fill the vacancy on the Climate Change Task and Finish Group

Cllrs agreed to rotate attendance at Eastleigh District Association of Local Councils meetings according to their availability at the time.

Whilst some members showed interest in representing the Council on the Village Hall Management Committee, they were reluctant to serve as Trustees. As such, the Clerk was requested to contact the Village Hall to request that a standing invitation be given to a Parish representative to join their meetings in an advisory capacity only.

27. WORK PROGRAMME (REPORT H)

RESOLVED:

That the work programme be agreed subject to the addition of a Library Roof and Solar Installation, grass-cutting review, and Pavilion Clubhouse alterations.

28. PLANNING APPLICATION

Cllrs Broomfield, Couldrey and Marsh disclosed non-pecuniary interests as members of

Eastleigh Borough Council Local Area Committee who would determine the application. Cllr Couldrey also declared a disclosable pecuniary interest on the grounds that the application site was close to his home. He did not participate in the discussion and did not vote.

The Council considered planning application F/23/95180, Land at Hillview Manor Park, Winchester Road which included the change of use of land for the station of 14 caravan-compliant lodges to be used as holiday accommodation and associated infrastructure.

All members expressed their strong objection to the application. As such, it was:

RESOLVED:

That the Council submit its objections to the planning application, on the following grounds:

- That the development gave rise to highway safety concerns, as it would create additional traffic on a busy and dangerous main road with restrictive sight access and egress onto Winchester Road;
- That the development was contrary to current planning policy as it was beyond the urban edge;
- That should the Borough be minded to grant, conditions should be placed restricting the applicant from changing the usage classification in the future to allow for permanent residential dwellings;
- That the development would disturb habitats of ecological importance and impact veteran trees;
- That the proposed dwellings were out of character with the street scene of the area;
- That the development could have a detrimental impact on the medieval heritage site which was in close proximity to the site; and
- The concerns expressed by the environmental health regarding soil contamination be supported.

Signed Chairman.

This was all the business and the meeting closed at 7:44 pm.