



FAIR OAK & HORTON HEATH PARISH COUNCIL

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Minutes of the Full Council Meeting held on Monday 17 July 2023 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 Couldrey	P	Cllr Meech
P	Cllr Barrett	P	Cllr Douglas	Ap	Cllr Scott
P	Cllr Bird	P	Cllr Forfar	P	Cllr Smith
Ap	Cllr Broomfield	Ap	Cllr Higby	P	Cllr Stupple
P	Cllr Chivuchi	Ap	Cllr Marsh	P	Cllr Tennent

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

Apologies: Cllrs Broomfield, Higby, Marsh and Scott

PUBLIC SESSION

Olly Culhane, Trinity Rose and Jeff Steele, Vision D&B were present for Minute item 31.

29. DECLARATIONS OF INTEREST

Cllr Bird in Minute No. 36 and Cllr Couldrey in Minute No. 31.

30. MINUTES (PAPER A)

RESOLVED:

- (a) That the minutes of the Full Council meeting held on 19 June 2023, be signed by the Chairman as a correct record; and
- (b) The delegated planning decisions of the week ending 2 June 2023 be noted.

31. PLANNING

Cllr Couldrey disclosed a non-pecuniary interest as a member 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/23/95181, Land at Hillview Manor Park, Winchester Road which included the Change of use of land for 10.no residential lodges and associated infrastructure.

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

RESOLVED:

That the Council submits 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 where there is a hidden dip in the road and is the site of a fatal accident 3 years previously;
- 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.

In addition, the Council members formally supported the concerns raised by the Hampshire County Council's Housing Enforcement Officer regarding the lack of planned parking for both residents and visitors to the site.

32. COMMUNITY CAFÉ PROJECT PRESENTATION



The Clerk gave a brief progress report on the Community Café project as well as reminding members of the agreed project outcomes, timeline, and budget.

Jeff Steele, D&B Vision, the Council's building contractor and Olly Culhane, Trinity Rose, Architects were present to answer member's questions. They reminded members of the foundation design scheme, overall building design, and structure.

Members were informed of possible additional works needed such as three-phase electrical connections to support the commercial-grade kitchen and the impact this would have on the programme and budget.

As quotes had yet to be received on some of these elements it was unclear how this would impact the final budget, however, there was an opportunity to identify savings elsewhere through a value engineering approach.

Members asked a number of questions to which answers were given.

It was hoped that the Council could deliver this exciting project this year for the benefit of the whole community.

An update on the project progress would be given in the autumn.

33. FINANCE REPORT (REPORT B)

The Council considered the finance report which showed the latest budgetary position including increase in the income due to the rise in interest rates. The Council had budgeted £3,000 for interest income but was tracking to receive over £17k in this financial year.

RESOLVED:

- a) That the contents of the report be noted: and
- b) That the BACs payments be approved.

34. CHAIRMAN'S ANNOUNCEMENTS

The Chair thanked all Council's staff, in particular the Clerk and the Operations Team for their considerable efforts at the Community Library which had resulted in an attractive, safe and welcoming place for the community to visit.

The Chair was also pleased to report that its recent meeting the Local Area Committee (LAC) had supported the Council in its objection to the cockpit farm application and had voted to refuse the application. Likewise, the LAC had supported comments made by the Council in respect of the Stoke Park Farm proposal.

35. CLERK'S UPDATE

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

Library

The Council Operations team had spent a significant amount of time and considerable effort to support the project including moving

- boxes and furniture out of and back into the library
- erected noticeboards,
- relocated the parcel box;
- installed new planters outside.
- touched up the paintwork internally,
- installed the fire extinguishers,
- mounted the signage.
- organised shelving ready for the volunteers to stack books and,
- cleaned the library ready for opening to the public.

A community launch was currently being organised by the Council's Communications and Events Officer and would take place on the 5th of August, with various free activities for public participation.

Twynams Field

The operations team had successfully removed the three ponds to level the ground. Hard landscaping would take place once the ponds had been reinstated allowing the new Community Development Officer to undertake community planting/activities in the autumn and spring.

A wildlife audit had been undertaken by Hampshire & Isle of Wight Wildlife Trust (HIWWT) at Twynams field and the Community Orchard. The expectation was that the report would assist the Council in understanding the baseline ecology on these sites and making decisions to increase biodiversity net gain.

Community Café

The Operations Team would shortly be undertaking clearance work at the café site which would entail the removal of the old fence to the park side, and the clearing of brambles and shrubs. The Operations Manager would arrange for specialist tree works on Shorts Road.

Staffing Update

The Council had employed three new caretakers to fill previous vacancies and the Community Development Officer was due to start on 10 August.

The office would be closed to the public on Fridays during August due to staff holiday commitments. The Officers on duty would remain contactable by phone and email.

Corporate Electricity

The Deputy Clerk and Finance Officer had begun a review of the Council's energy usage and an investigation into the possibility of adding solar to the parish office and Woodland Community Centre.

IT / BT Leased Line

The installation of the BT leased line progressed with the completion of works by Open Reach. It was expected that BT would be testing and the line ready for the router installation shortly.

36. EASTLEIGH BOROUGH COUNCIL LICENCING CONSULTATION

RESOLVED:

That the Clerk, in consultation with the Chair, be given delegated authority to respond to the consultation on behalf of the Council.

37. LAPSTONE PLAYING FIELD SECOND CRICKET WICKET (REPORT C)

The Council considered the progress of the second cricket wicket including Eastleigh Borough Council's appointment of White Horse Ltd to complete phase 1 works on the site as well as the proposed contractual arrangements.

The project, funded by Developer's Contributions allocated by BIFOHH Local Area Committee was being project managed by Eastleigh Borough Council. Upon completion of the project, EBC would arrange for the contractor responsibilities and warranties to be transferred to the Parish Council as landowners which would provide the council with a direct line of recourse should there be any latent defects and thus safeguard the Council's interests.

Members supported the proposals and such, it was:

RESOLVED:

- (a) That the contents of the report be noted and;
- (b) The contractual arrangements as set out in paragraph 4.2 of Report C be agreed.

38. LIBRARY REFURBISHMENT POST PROJECT REVIEW (REPORT D)

The Council considered the post-project evaluation of the library building refurbishment project which included the programme, final budgetary position, future risks, and suggested use of underspends.

The Clerk informed members that the final project spend would like to increase by £200-£400 due to outstanding invoices. Currently, the overall spend was £117,589.

Members discussed the timing of the renovation of the roof and the contractor's recommendations regarding the roof's current condition. In order to safeguard the improvements made to the internal building specification, members agreed that the programme for the roof be brought forward and that the £6,000 project underspend be ring-fenced for this work. As indicative costing showed the roof would cost in excess of £15k, the Council would need to consider future funding sources.

The Clerk would, with the Finance Officer, draw up a project plan for the future roof renovation for members approval.

Members thanked the Clerk for the comprehensive review of the library refurbishment project.

RESOLVED:

- a) That the Council note the contents of the report;
- b) That the £6,000 project underspend be ring fence for future roof repairs; and
- c) That these works be completed within 2 years.

39. LAND DISPOSAL/LAND ACQUISITION POLICY & PROCEDURE (REPORT E)

The Council considered the land disposal and land acquisition policy.

RESOLVED:

- a) That the contents of the report be noted; and
- b) That the policy and procedure set out in Appendix 1 to Report E be agreed, subject to investigation by the Clerk as to whether the transition of Council land from allotments to cemetery in the future would fall under Ordinary Appropriation.

40. GROUNDS MAINTENANCE WORKS TO THE CREMATION CIRCLE (REPORT F)

The Council considered the request to carry out improvement works to the cremation circle located in Fair Oak Cemetery.

The improvements would improve the working conditions, reduce the need for weekly

cutting, improve the overall appearance of the site and reduce damage to items placed at memorials.

After consideration, it was:

RESOLVED:

That the proposed improvement works be agreed.

41. PUBLICATION SCHEME (REPORT G)

The Council considered proposed amendments to the Council's publication scheme.

RESOLVED:

That recommended changes be agreed.

42. COMMUNICATION POLICY (REPORT H)

The Council considered proposed amendments to the communications policy.

RESOLVED:

That the recommended changes be agreed

43. WORK PROGRAMME (REPORT I)

RESOLVED:

That the work programme be agreed subject to the allocation of the 'Play Strategy' to the main work programme from unallocated section.

Signed Chairman.

This was all the business and the meeting closed at 7.11 pm.