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 Council Meeting held on Monday 18 November 2024 at 6.00 pm at the Parish Office, 2 Knowle Park Lane, Fair Oak

Present: Cllrs Anderson (pt), Douglas (Chair), Meech, Scott, Smith & Stupple

Absent: Cllr Chivuchi

Apologies: Cllrs Bird, Barrett, Broomfield, Couldrey, Forfar, Higby, Marsh & Tennent

Officers in attendance: Jo Cahill, Finance Officer, Michelle Leadbitter-Allen, Deputy-Clerk & Melanie Stephens, Clerk.

90 DECLARATIONS OF INTEREST

There were none.

91 MINUTES (PAPER A)

RESOLVED :

a) That the minutes of the Full Council meetings held on 21 October 2024 be signed by the Chair as a correct record; and

b) That the delegated planning decisions for week ending 25 October 2024 be noted.

92 PUBLIC PARTICIPATION

There was one member of the public present who observed the meeting.

93 CHAIR'S ANNOUNCEMENTS

The Chair told members that that Finance Committee meeting had been moved from 10am to 2pm on the 2 December 2024.

94 CLERK'S UPDATE

The Clerk gave a presentation, attached at Appendix 1 to these minutes.

RESOLVED:

That the contents of the presentation be noted.

95 PEMBERS HILL FARM, PUBLIC OPEN SPACE

The Council considered a request from Aspects Eastleigh to bring forward the play area and public art project at Pembers Hill Farm prior to the completion of the 12 months maintenance period as is normal practice.

The Clerk set out the risks associated with installing community infrastructure (play area & public art) on land prior to the 12 months maintenance and final site inspections. These being, drainage issues, large debris, soil substructure issues which would make the land unsuitable and costly to rectify prior to any installations taking place. The Clerk was also aware that the Council's Public Open Space Consultant had attended site recently and raised issues of concerns regarding the land with both the developer and EBC, advising against the land being place on the maintenance period.

Some members referred to lessons learnt from Crowdhill Green, particularly that of raising public expectations and not being ablet to deliver infrastructure due to issues arising on site which would have been identified during a maintenance period.

RESOLVED:

That the request be denied on the grounds as set out above, namely the risks associated with installing community infrastructure on land prior to successful completion of a 12-month maintenance period.

Action: Mel Stephens

96 FINANCE REPORT (REPORT B)

The Council considered the finance report which highlighted the Council's latest budgetary position.

RESOLVED :

(a) That the contents of the report be noted;

(b) That the annual cheque payment to the Poppy Appeal of £50 be approved; and

(c) That the BACs payments be approved.

Action: Jo Cahill

97 PUBLIC OPEN SPACE, COMMUNITY INFRASTRUCTURE & PLAY AREA TASK & FINISH GROUP (REPORT C)

The Council considered recommendations of the Community Infrastructure and Play Area Task and Finish Group which included the proposals for the commissioning of a play strategy.

The recommendations of the Group also included the proposal for the Budget Task & Finish Group to examine the adoption of a play area replacement strategy and the timings of the Upper Barn Copse (UBC) play provision project.

In discussing the need for a play strategy, members all agreed that this was necessary to assist the Council in managing its current and future play provision. However, members were concerned regarding the costs associated with developing a strategy. As such, the Clerk was asked to obtain further quotes with a report to the December Council meeting. Members supported the recommendations regarding Upper Barn Copse, in that future provision focus on nature-based and free/imaginative play rather than fixed equipment as

this approach supported the feedback from local children at the play workshop. Some member expressed the view that timings of the UBC project be linked to that of the strategy.

The costs associated with supporting a play assets maintenance strategy were discussed with some members raising concern regarding the annual costs set out in the draft scheme. Members ask that the Budget Task & Finish Group review this with officer further before making recommendations on budget setting.

Following discussion, it was: -

RESOLVED

a) That the Clerk seek further quotations for the commissioning of a Play Provision Strategy;

b) That the Council endorse the options and next steps for the Upper Barn Copse provision as set out in paragraph 5 of Report C; and

c) That the Budget Task & Finish Group be instructed to review the financial implications of the adoption of the asset replacement strategy and make appropriate recommendations to the December Council meeting.

Action: Mel Stephens

98 EMPLOYMENT RIGHTS BILL – CHANGES TO THE EMPLOYEE HANDBOOK & INTRODUCTION OF NEW HR POLICIES (REPORT D)

The Council considered the amendments to the employee handbook including the adoption of Menopause, Wellbeing and Sexual Harassment policies.

Following discussion, it was: -

RESOLVED:

a) That the amendments to the Employee Handbook be agreed and communicated to all staff with immediate effect;

b) That the Sexual Harassment Policy attached at Appendix 2 be adopted;

c) That the Menopause Policy attached at Appendix 3 be adopted; and

d) That Wellbeing Policy attached at Appendix 4 be adopted.

Action: Mel Stephens

99 OUTSIDE BODY REPRESENTATIVE CHANGE – ALLOTMENT ASSOCIATION

RESOLVED:

That the Clerk would enquire if the Community Development Officer would like to be the Council's Representative for the Allotment Association

Action: Mel Stephens

100 WORK PROGRAMME (REPORT I)

The Council considered the work programme.

RESOLVED:

That the work programme be noted.

Signed …… Chair.

Dated: …….

This was all the business, and the meeting closed at 18.47 pm.

Attachments:
Appendix 1 – Clerk's Update