FAIR OAK & HORTON HEATH PARISH COUNCIL
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Minutes of the Council Meeting held on Monday 14 April 2025 at 5.25pm on the rise of the Annual Parish Meeting, at the Parish Office, 2 Knowle Park Lane, Fair Oak

Present: Cllrs Couldrey, Douglas (Chair), Higby, Smith, Tennent

Apologies: Cllrs Anderson, Bird, Broomfield, Forfar, Meech, Scott

Absent: Cllrs Barrett, Chivuchi, Marsh, Stupple

Officers in attendance: Michelle Leadbitter-Allen, Deputy Executive Officer, Carly Giles, Communications & Events Officer & Joanna Cahill, Finance Officer

Also in attendance: Tamla Philips, Peninsula HR Consultant (via teams) and one member of the public to observe the meeting.

161. DECLARATIONS OF INTEREST

There were no declarations of interest raised.

162. MINUTES (PAPER A)

RESOLVED

(a) That the minutes of the Council meeting held on 20 March 2025 be signed by the Chair as a correct record;

(b) That the delegated planning decisions for week ending 7th March 2025 be noted.

163. PUBLIC PARTICIPATION

One member of the public was present to observe only.

164. CHAIR'S ANNOUNCEMENTS

The Chairman provided an update on the Devolution Task & Finish Group, which had convened on Thursday 10 April 2025 to discuss the remaining sites under review for transfer. These sites included Fratton Way, Stoke Heights, Quobleigh Ponds, and land off Allington Lane. Further investigation would be required for Fratton Way and Stoke Heights, specifically regarding the trees and associated works. It was hoped that a decision on these sites would be reached before the next Council meeting. Councillors would continue to be informed of any developments and recommendations arising from the discussions.

The Chairman reminded Councillors of changes to the dates of the upcoming Finance Committee meeting on 2 May and that a Special Meeting of the Council had been called on 6th May to ratify the decision of the Interview Panel for the Executive Officer post. Councillors were urged to RSVP to the Deputy Executive Officer promptly, as achieving

quorum for this meeting would be critical.

165. WEBSITE LAUNCH (REPORT B)

The Council reviewed the changes to the Council's website enhancing web accessibility and improvements in content and navigation and received a short presentation of the website launched on 14 April 2025.

Councillors gave positive feedback on the website and understood the accessibility requirements.

Members thanked the Deputy Executive Officer for her work on establishing the new website.

RESOLVED:

That the contents of the report be noted.

166. COMMUNICATIONS UPDATE (REPORT C)

The Council considered the social media and communications output from April 2024 to March 2025 and noted the increase in engagement across all platforms.

Members gave positive feedback on the social media channels.

RESOLVED:

That the contents of the report be noted.

167. FINANCE REPORT (REPORT D)

The Council considered the report of the Finance Officer.

RESOLVED:

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

(b) That the BACs payments be approved.

168. PAVILION PLANNING CONDITIONS (VERBAL REPORT)

The Council had intended to consider a request from Fair Oak Cricket Club seeking support for the removal of planning conditions associated with the pavilion. This proposal aimed to facilitate the extended use of pavilion facilities for social activities by Cricket Club members.

However, due to insufficient member attendance, it was;

RESOLVED:

That the item be postponed to the next council meeting to allow more councillors to participate in deliberations.

169. WORK PROGRAMME (REPORT E)

The Council reviewed the work programme.

RESOLVED:

That the work programme be noted.

170. EXCLUSION OF THE PUBLIC AND THE 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 (staffing matters).

171. STAFFING MATTERS (VERBAL REPORT)

The Council received an update from the Deputy Executive Officer and HR Consultant on the progress of the contractual review process, which sought to align staff to NJC salary scales.

Except for two members of staff, all employees were now on new contracts. Following advice from external HR, members expressed the view that the remaining two members of staff remain on their historic contracts.

RESOLVED:

a) That the progress on the contractual review be noted; and

b) That two members of staff remain on historic contracts.

Signed …… Chair.

Dated: ……..

This was all the business, and the meeting closed at 6.00 pm.