

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 25 October 2016

- Present:** Councillor A Winstanley (Chair)
Councillor P Brown
Councillor G Chaffey
Councillor A Daly
Councillor A Dean
Councillor J Francis
Councillor T Mignot
Councillor M Thornton
Councillor G Tidridge
Councillor S Toher
- In Attendance:** Mr David Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Louise Cutts (presenting on behalf of Bargate Homes)

Public Session 2 members of the public were present.

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Public Session

A resident asked about the parking restrictions coming on Riverside. The Chair, Cllr Winstanley, answered that there are restrictions in terms of limited waiting time coming in force on 1 December 2016 from Spring Lane to the Anchor Surgery, and in the layby opposite the Bishopstoke Memorial Hall. This was welcomed by the resident.

Louise Cutts (LC) had come to give the Council an update on the plans of Bargate Homes for up to 30 dwellings at the top of Church Road. An information pack was provided to the Cllrs with illustrative plans. The Council was informed that the application for outline planning permission would be submitted the following week.

LC reported that Bargate had received 9 emails from residents and more than 500 hits on their website. The main concerns were development in general, traffic, the character of the area, trees, social infrastructure, pollution, ecology, design and the impact on the play park. LC stated that Bargate understood the concerns of residents. The majority of trees will be retained and open space will be focussed toward the front of the site. The traffic survey and modelling that had been done suggested that the additional traffic movements would be around 15 at peak time on Church Road, with around 5 of those including Bishopstoke Road. Bargate would seek to minimise this even further if possible.

Parking would be generous at an average of 2.3 spaces per dwelling, plus 6 visitor spaces. Developers contributions would be paid and would be used towards social infrastructure. Pollution was possible due to the nearby landfill site, and would continue to be monitored.

Ecologically, following a 1 year survey of the site there appear to be no newts or dormice, a single badger population around 50m from the site, some bats and a low reptile population. To mitigate any damage there would be low lighting, foraging corridors and a watching brief would be maintained.

The design is yet to be decided, and would take account of local residents' views. The play park is seen by Bargate as an asset, as it will be used by their residents and helps them meet their open space requirement. Low level scrub will be taken out and the natural surveillance will be improved.

Initial: _____ Date: _____

Construction can and often does cause difficulties for residents, but Bargate intends to abide by whatever construction management plan is put in place.

Cllr Winstanley stated that the play area is currently too shaded, and may well benefit from more gaps in the screen. Cllr Chaffey questioned how commuters could be prevented from using the visitor parking and LC stated that no restrictions were currently planned, but that the road may not be adopted.

Cllr Thornton asked about the affordable housing and was told it will be mostly flats and 1 or 2 other dwellings – decided after consultation with Eastleigh Borough Council. Cllr Winstanley stated that this is where the most recent statistics show there is greatest need.

Cllr Francis asked about the Eco-Management plan and who would police it. LC stated that an independent consultant was putting the plans in place and would police it along with the residents.

Cllr Tidridge questioned the traffic movement figures and the timing of the development in relation to the Local Plan. Cllr Toher also questioned the traffic figures and asked if the current developments already going on had been taken into account. LC stated that yes, other developments had been taken into account and that the model used by Steve Jenkins (ex Hampshire County Council Highways) is one used up and down the country. It is based on 30 years of traffic data, and uses historical data, data from similar sites and local surveys as well as taking committed development into account.

Cllr Daly asked how the bats would be protected and it was stated that the boundary trees were being kept, there would be low lighting and there would be bat and bird boxes. Cllr Daly was also concerned about the potential for cars exiting the road to not see children crossing the road to or from the play area. LC stated that visibility would be appropriate.

LC stated that Bargate have asked her to keep coming to these meetings so that there is a direct route through to the company for any concerns or complaints – they can all be raised through Louise.

Cllr Winstanley then thanked Louise for coming to the meeting, answering all the questions, and confirmed her invitation to the next meeting on 22 November.

89 Apologies for Absence

89.1 Apologies had been received and accepted from Cllr Greenwood, Cllr Moore, Cllr Parker-Jones and Cllr Roling

90 Councillors' Questions and Announcements

90.1 Cllr Winstanley reminded everyone that the Armistice Service was being held at the Memorial Hall before 11am, and that refreshments would be available afterwards. Cllr Winstanley also announced that she would be attending the service at St Mary's on Sunday 13th, where she would lay a wreath on behalf of the Parish Council. There would also be a poppy collecting box in the Parish Office.

90.2 Cllr Brown announced that the Twynam's Charity had appointed a new Clerk. The Clerk was asked to circulate details.

Action: Clerk

90.3 Cllr Daly reported that he had met with the housing association who had accepted their responsibility for clearing the storm drains and would do so. Cllr Daly also reported that the public phone box on Scotter Road is being removed, and asked about possibly having an Assistance Button.

90.4 Cllr Thornton informed the Council that a new debt counselling service was being started at the Basics Bank in Eastleigh. It would operate 2 mornings per week and should be starting in December. Cllr Winstanley noted that the Citizens' Advice Bureau also offer this kind of service.

Initial: _____ Date: _____

90.5 Cllr Toher asked about Speedwatch and whether a request for volunteers could be included in the next newsletter. The Clerk reported that he was in conversation with the police about this at the moment. Cllr Brown noted that the Fair Oak team were in Bishopstoke recently and asked if the Parish Council could get any feedback from that operation.

Action: Clerk

91 To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 27 September 2016

91.1 The minutes of the above meeting had been circulated prior to this meeting.

91.2 Proposed Cllr Chaffey, Seconded Cllr Thornton, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 27 September 2016.

92 To consider Matters Arising from the above Minutes

92.1 Minute 73.4 No reply has yet been received from Rights of Way.

92.2 Minute 73.10 Lights are now switched on when necessary for meetings.

92.3 Minute 73.13 The Clerk is still awaiting photos from some Cllrs.

92.4 Minute 79.2 The amendment has been made.

92.5 Minute 79.8 The Cemetery regulations had been provided to Cllr Daly.

92.6 Minute 81.7 The invitation had been sent to all Cllrs. Cllr Winstanley also noted at this point that the Bishopstoke Community Association AGM had not yet happened.

92.7 Minute 81.8 This had not yet been done but was being included in the review of all Terms of Reference.

92.8 Minute 82.1 Following a conversation with the Assistant Clerk, the Clerk reported that no clause regarding non-native invasive plants is in the Allotment tenancy agreement, but that we would look at adding one.

92.9 Minute 86.5 The Clerk had not yet contacted the host regarding website traffic.

92.10 Minute 85.4 Cllr Toher reported that Fair Oak have not yet started their Neighbourhood Plan work, but were looking at it at some point.

93 Declarations of Interest and Requests for Dispensations

93.1 None were declared or sought.

93.2 Cllr Tidridge expressed her surprise that Cllrs Winstanley and Mignot had not declared an interest in Item 11 on the agenda. Cllr Winstanley replied that as the Council would be discussing a request to Eastleigh Borough Council officers, and both herself and Cllr Mignot were acting as Parish Councillors on behalf of their residents, there was no need.

94 Correspondence received

94.1 The Clerk reported further communication from Steven Lugg, Chief Executive of HALC, regarding the Government Consultation which was being discussed elsewhere on the agenda.

Initial: _____ Date: _____

95 Report on Planning Committee Meetings of 27 September and 11 October 2016 – to note resolutions and determine recommendations

95.1 The Planning Committee Minutes from 27 September and 11 October 2016 had been circulated prior to the meeting.

95.2 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that the minutes of the Planning Committee meetings held on 27 September and 11 October be received and accepted.

96 Report on Finance and General Purposes Committee Meeting of 11 October 2016 – to note resolutions and to determine recommendations.

96.1 The Finance and General Purpose Committee meeting minutes from 11 October had been circulated prior to the meeting.

96.2 It was noted that the recommendation in Minute 83.4 had already been done.

96.3 Proposed Cllr Thornton, Seconded Cllr Chaffey, **RESOLVED** unanimously that the resolutions from the Finance and General Purpose Committee meeting of 11 October be noted.

97 To receive the RFO's report and approve the September 2016 Statement of Account

97.1 The RFO reported that allotment rent money was now coming in. A considerable amount of work was about to be done on the budget, and quotes had been received from 3 internal auditors. This will be discussed at the November Finance & General Purposes meeting.

97.2 The September 2016 Statement of Account had been circulated prior to the meeting.

80.3 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** that the September 2016 Statement of Account be approved as tabled.

98 To approve the annual insurance renewal

98.1 Details of the renewal had been circulated prior to the meeting.

98.2 Cllr Toher asked what the premium was and the Clerk replied that, with Insurance Premium Tax, it was £1,968.47

98.3 Proposed Cllr Winstanley, Seconded Cllr Toher **RESOLVED** unanimously to approve the annual insurance renewal.

99 To approve the proposal that the Parish Council contact Eastleigh Borough Council, asking them to immediately write to all Bishopstoke residents informing them of the change in timetable for progressing the Local Plan

99.1 Cllr Tidridge stated that Eastleigh Borough Council had discussed the timetable for the local plan at Cabinet on 27 September and it was important that residents know the date of completion is now expected to be 1 year later than originally published. Cllr Tidridge requested the Parish Council write to EBC requesting they contact all residents of Bishopstoke informing them of this change.

99.2 A discussion took place including suggestions that it should be all Borough residents who are contacted, that the costs involved in writing to all residents would be too high and that Social Media, whilst useful, would not reach everyone. There was agreement that there should also be something in the next Parish newsletter.

99.3 Cllr Thornton suggested that if Eastleigh Borough Council could produce a leaflet, then perhaps the Parish Council could deliver it, which met with widespread support.

Initial: _____ Date: _____

99.4 Proposed Cllr Tidridge, Seconded Cllr Thornton, **RESOLVED** that the Parish Council will write to Eastleigh Borough Council to request they produce a leaflet regarding the timetable for the Local Plan, which Bishopstoke Parish Councillors would then deliver to Bishopstoke residents.

Action: Clerk

1 member of the public left at this point

100 To approve the creation of a working group to oversee progressing the Neighbourhood Plan and, if appropriate, appoint the initial Councillor members

100.1 Cllr Toher explained that the working group would consist of Cllrs and residents who had already volunteered to help. Cllr Toher also clarified whether the group would be able to contact the volunteers without having to get formal approval each time. The Clerk confirmed that contact within the group for the purposes of the group is perfectly acceptable.

100.2 Proposed Cllr Toher, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Council create a Neighbourhood Plan working group.

100.3 Initial Cllrs to be part of the group were confirmed as Cllr Toher, Cllr Dean, and Cllr Tidridge.

100.4 The Clerk was asked to produce draft Terms of Reference for the group.

Action: Clerk

101 To approve the signing of the CiLCA Learning Agreement

101.1 The Clerk stated that as part of his CiLCA training he was required to obtain the Council's approval of the Learning Agreement, which commits the Clerk, the training team and the Council to working together to ensure the Clerk has the best chance possible of passing the CiLCA course.

101.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously to approve the signing of the CiLCA learning agreement.

102 To determine the Council's response to the Local Government Finance Settlement Consultation

102.1 The Clerk briefed that there was deep and widespread opposition to some of the proposals in the consultation from the Parish Sector. The Hampshire Association of Local Councils, National Association of Local Councils and Society of Local Council Clerks were all opposed to the idea of a 2% (or £5 – whichever is greater) cap on increasing Council Tax each year without a referendum. The Clerk noted that the cost of a referendum, whilst varying across the country, would be around £8 per resident, which would mean having to add that to whatever precept increase was being sought, turning a £6 tax increase into more than £15. Also, it was noted that if the referendum were to be lost, then the cost would still have to be paid and other Council services would suffer.

102.2 Cllr Winstanley advised the Council that there had been a commitment from government not much more than a year before to not follow this proposed path, and yet they were now doing just that. Devolution would be harmed by these proposals.

102.3 Cllr Toher stated that these proposals do not fit in with the Localism Act, which Bishopstoke Parish Council embraces.

102.4 Proposed Cllr Toher, Seconded Cllr Brown **RESOLVED** unanimously that Bishopstoke Parish Council strongly opposes the proposals of the Local Government Finance Settlement Consultation.

102.5 The Clerk was asked to respond to the consultation on behalf of the Council.

Action: Clerk

Initial: _____ Date: _____

102.6 The Clerk encouraged individual Cllrs to respond too, offered to forward both the link to the consultation, and the Parish Council submission, to Cllrs.

Action: Clerk

103 To receive reports from County, Borough and Parish Councillors on matters of interest

103.1 Cllr Toher reported on a meeting of the Bishopstoke Memorial Hall management committee which she had attended. The Committee were currently looking for documentation to help the Parish Council in its deliberations. Cllr Toher also reported that, with Cllr Tidridge and Cllr Dean, she had attended a meeting with Toby Ayling to discuss the Neighbourhood Plan.

103.2 Cllr Winstanley reported that she had attended the NALC AGM – a 2 day event in Birmingham with a number of workshops. A 2% increase in subscription charges had been agreed. Cllr Winstanley had also attended the HALC AGM where they had voted to increase fees by 97 pence per property.

104 To receive the Clerk's monthly report

104.1 The Clerk reported that his training for the CiLCA qualification would continue next week and that the office would be closed during half term, but that emails and phone messages would still be dealt with.

104.2 Grants had now been authorised for payment to Age Concern, New Hope, ARK Eastleigh, the Guides Association and Stoke Park Infants Association.

105 To consider content for the October 2016 press release

105.1 It was agreed that the press release would mention asking the Borough Council to contact residents with details of the Local Plan, work starting again on the Neighbourhood Plan, the Objection to the Finance Consultation and the Clerk's CiLCA training.

106 Date, time, place and agenda items for next meeting – Tuesday 22 November 2016 at 7:30pm in the Parish Office, Riverside, Bishopstoke

106.1 Agenda Items to the Clerk by Tuesday 15 November 2016 please.

There being no further business, the Chair closed the meeting at 9:10pm

Initial: _____ Date: _____