

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 28 June 2016

Present: Councillor A Winstanley (Chair)
Councillor T Mignot (Vice Chair)
Councillor G Chaffey
Councillor A Dean
Councillor J Francis
Councillor A Moore (to 36.11)
Councillor L Parker-Jones
Councillor M Thornton
Councillor G Tidridge
Councillor S Toher

In Attendance: Mr David Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Mrs Cheryl Taylor (Assistant Clerk to Bishopstoke Parish Council)
PCSO Lucinda Mack
PCSO Helen Rees

Public Session 1 member of the public was present.

FULL_1617_M02/

Public Session

PCSOs Mack and Rees were in attendance to update the Council on the current policing situation in Bishopstoke. Now that PC Jeffery has transferred out, the remaining team have been busy. There is a scam targeting Eastleigh at the moment where a telephone caller is claiming to be from HMRC. People should call 101 if they receive such a call, and any offer that is made to have the person call a number to check should be done from a different phone line, or a mobile.

Street Meets are starting up again, one on 4th July at Whalesmead Road, and another on 18th July at Spring Lane. The Clerk was asked to help publicise these events. Cllr Thornton offered to display a poster at St Mary's church as well.

Damage has been done in Stoke Park Woods to fencing and other equipment. The Council was asked to help with a witness appeal.

Cllr Winstanley asked if the police were aware of the recent damage in Glebe Meadow and the PCSOs confirmed that the Clerk had informed them, and that they are monitoring, but have not seen any recent damage.

Cllr Chaffey asked if they were aware of motorbike scramblers riding through Stoke Park Woods. The PCSOs said they were not, but asked for each incident to be reported via 101 so that information can be collected which could then lead to a more regular Police presence there.

Cllr Toher asked if they were aware of a noisy car, with air horn hooter, that was driving around on the evening of 27 June. The PCSOs said they were not, but suggested it may have been related to the Euro 2016 football that evening.

The PCSOs left the meeting at this point

Initial: _____ Date: _____

Mr Dean, a member of the public wished to ask a question at this point. He questioned whether the Chair and Vice Chair had been properly elected at the Council AGM the previous month. He quoted Standing Orders that refer to a “new Chair” and “until a successor is elected”, and cited definitions from the Oxford English dictionary and the Cambridge dictionary of the words “new” and “successor”. He claimed this clearly implied that the Chair must be a different person than the Chair of the previous year, and therefore also claimed that the election of the Chair and Vice Chair had not been carried out properly.

Cllr Winstanley explained that the Clerk had obtained clarification before the meeting from the Hampshire Association of Local Councils (HALC) which confirmed the interpretation of the Standing Orders as had been applied at the AGM. Cllr Winstanley also noted that Cllr Moore had taken the same complaint to Eastleigh Borough Council’s Legal Officer, who had also confirmed that everything was carried out properly.

Mr Dean claimed that, in a court of law, based on the definitions of “new” and “successor”, the Standing Orders as applied at the AGM would not stand up.

Cllr Winstanley explained further that the interpretation of the standing orders, as confirmed by HALC, had been used by Bishopstoke Parish Council, and others, for many years without any problem, so the precedent had clearly been set.

Cllr Toher also stated that she had been asked whether the election of Chair and Vice Chair at the AGM had been proper, and that she herself had sought advice from HALC who had confirmed that everything was in order. Cllr Toher confirmed that both Cllr Winstanley (Chair) and Cllr Mignot (Vice Chair) had been elected properly.

33. Apologies for Absence

33.1 Apologies had been received and accepted from Cllr Brown (work), Cllr Greenwood (work), Cllr Daly (holiday) and Cllr Roling (health).

34 Councillors’ Questions and Announcements

34.1 Cllr Moore informed the Council that an abnormality detected by the engineers working on Hamilton Road – specifically the road dipping and causing a drainage problem – meant that work was likely to overrun. Cllr Winstanley stated that it would be good to have the local roads fixed, but wondered how long the repairs would last. Cllr Toher stated there was a dip in Stoke Park Road outside the Rectory and Cllr Moore replied that this had already been reported and was due to a problem with a drain duct

34.2 Cllr Toher noted that the children’s play area in Glebe Meadow was now “gunky”, and asked for it to be cleaned.

Action: Clerk

34.3 Cllr Toher also asked if Xelabus could be contacted and reminded that Spring Lane is not suitable for bus traffic. This was following complaints that had been made to her by residents. Cllr Moore noted that some buses were following the wrong route due to the temporary signs being stolen during the night and relocated.

Action: Clerk

34.4 Cllr Winstanley reminded the Council that Councillors are all volunteers whose time is their own concern, whereas the Clerk is an employee of the Council. The Clerk’s role is to carry out the wishes of the Council and its Committees as decided in meetings. Councillor requests should be kept to a minimum, and anything that might involve a fair amount of time needs to be put on an agenda for a Committee to decide if that is an appropriate use of the Clerk’s time, and consequently the Council’s money.

Initial: _____ Date: _____

34.5 Cllr Winstanley also informed the Council that she has, as Chair, given authority to both the Clerk and Assistant Clerk for a certain amount of overtime going forward

35. To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 17 May 2016

35.1 Cllr Dean, looking at Minute FULL_1617_M01/15.5, informed the Council that she felt badly treated at the first meeting of the Finance & General Purposes Committee, as when the time came to discuss confidential business, she was asked to leave the room. Cllr Winstanley stated that only the member of the public in attendance had been asked to leave – Cllr Dean, as a Councillor, has the right to attend any meeting of the Council. Cllr Chaffey noted that this had been covered in Minute 15.4, where he had asked this very question and been informed that Councillors can attend any meeting but can only vote if they are members of the Committee they are attending.

35.2 Cllr Parker-Jones, also looking at Minute 15.5, was personally offended that herself and Cllr Dean were referred to as “in addition” to the membership. Cllr Parker-Jones also felt that the F&GP Committee had made it clear to Cllr Dean that she did not need to attend. Cllr Parker-Jones asked if it were possible to reconsider the membership of the Committee, to which Cllr Winstanley replied that Council decisions cannot normally be revisited within 6 months. Cllr Winstanley also stated that the wording of Minute 15.5 could be changed to something that Cllr Parker-Jones felt happier with, and that in general, requests for amendments to Minutes can be sent to the Clerk at any time and they will be incorporated prior to the relevant meeting so that they can be approved and signed. It was also noted that Minutes are not verbatim reports of a meeting, but a record of decisions made with a flavour of the discussion to enable others to understand why a decision was reached.

35.3 Cllr Winstanley stated that the Council had been grateful for the offer of Cllr Parker-Jones and Cllr Dean to have one act as substitute for the other, and that the only limit following that had been that Cllr Dean cannot vote at F&GP if Cllr Parker-Jones is present.

35.4 Cllr Toher requested the Clerk send out clarification of attendance at meetings, and also asked whether the number of Committee members permitted could be amended as there were more Cllrs willing to be involved. Cllr Winstanley confirmed that it was possible to amend Standing Orders to allow a larger membership of a Committee.

35.5 Proposed Cllr Toher, Seconded Cllr Mignot, **RESOLVED** that the Minutes of the Parish Council meeting held on 17 May be accepted as a true record.

36. To consider Matters Arising from the above Minutes

36.1 Minute 6.27. Cllr Toher asked if there was an update. Cllr Winstanley replied that she was meeting with the petition organisers later this week. Some places now have the petition, more have said they will have. The closing date will be September and there will be an online version.

36.2 Cllr Moore said he had a response from the Clinical Commissioning Group (CCG). They confirmed that the Old Anchor was not closing. Cllr Moore stated that the CCG response shows that the Parish Council has been hoodwinked into supporting a local business, and that the CCG believe that the reason for the petition is that a local business has been impacted by the moving of some of the care provided from Old Anchor to Stokewood.

36.3 Cllr Parker-Jones expressed her relief at the reply received from the Practice Manager by the Parish Council, and stated her belief that not all the facts had been available to the Parish Council at the previous meeting.

36.4 Cllr Francis asked whether residents had come to Cllr Winstanley for her support. Cllr Winstanley replied that many residents had contacted her, and other Cllrs, to raise their concerns about the service that was being provided at Old Anchor Surgery. In addition, her personal experience was less than satisfactory. The initial Parish involvement had come following a letter from Mr Mole, who

Initial: _____ Date: _____

has since gone on to create the petition and ask the Parish to support it. The support of the local pharmacist was based on the number of complaints he received regarding the Surgery, and the number of problems residents had told him about.

36.5 Cllr Thornton confirmed he also had received a number of complaints, and had personally had issues with the service provided at Old Anchor. He also stated that at the time the complaints were being received it was not known if the Surgery was staying open or not. Also, the CCG does not actually have a say in whether Old Anchor stays open. The experience at the time was that the number of surgery hours, GP hours and services provided were all being run down, and so residents' concerns were genuine, and sincerely held.

36.6 Cllr Winstanley welcomed the news of service improvements and GP recruitment and suggested that these might be due to the pressure Stokewood has been under from the publicity recently.

36.7 Cllr Toher suggested that the Practice Manager should be invited to attend a Parish Council meeting to put their point of view. The Clerk noted that the Practice Manager had been invited to attend this meeting and after initially accepting, had unfortunately not been able to come. However, she had sent an update which would be covered later in Agenda Item 6.

36.8 At this point Cllr Moore, Cllr Parker-Jones, Cllr Tidridge, Cllr Francis and Cllr Dean all requested the Clerk record that they no longer supported Mr Mole's petition concerning Old Anchor Surgery, on the basis of new evidence, unless other evidence comes forward.

36.9 Cllr Francis asked how the Parish Council was going to let people know what services are available at Old Anchor, and Cllr Winstanley replied that that was the job of the Surgery. Indeed, one of the complaints had been the lack of publicity from Stokewood regarding their plans for Old Anchor.

36.10 Minute 11.3. Cllr Toher asked if there was any update regarding the Roman / Iron Age remains. Cllr Tidridge replied that the archaeologist had replied stating that interesting things are being found and they would keep the Council updated. Cllr Chaffey commented that the Bishopstoke History Society have made him aware that they believe there are Anglo-Saxon remains too.

36.11 Minute 11.5. The Clerk noted that he had contacted Eastleigh Planning department but as yet had had no reply. Cllr Winstanley advised contacting the County Council for further information.

Action: Clerk

Cllr Moore left at this point

36.12 Minute 12.4. The Clerk noted that the amendment had been done.

36.13 Minute 13.9. The Clerk had circulated the letter. The Council approved the letter and the Clerk was asked to send it.

Action: Clerk

36.14 Minute 16.13 The Council noted that this is related specifically to Public Art for the Bishopstoke Park and Cemex sites only.

36.15 Minute 26.1 No earlier training could be arranged, however, Hamble are holding Knowledge and Core Skills training in October, and some of the Council are attending.

36.16 Minute 26.3 The Clerk had asked the question about online training but had yet to receive an answer.

36.17 Minute 29.2 Cllr Winstanley informed the Council that the tour would be arranged for later in the Summer, and that she had spoken to the area co-ordinator to arrange a Y-Zone visit.

Initial: _____ Date: _____

37. Declarations of Interest and Requests for Dispensations

37.1 None requested.

38. Correspondence received

38.1 The Clerk read out the update from the Stokewood Practice Manager. Cllr Winstanley expressed the hope that improvements would continue to be made. Cllr Thornton asked if the Council could write back expressing their thanks for the reply. Cllr Winstanley wished to encourage Stokewood to do everything they can to keep patients informed, and Cllr Toher noted that communication is key. Cllr Chaffey noted that one GP is leaving, and a new one is hoped to be in place by September.

38.2 The Clerk informed the Council of correspondence received regarding a clock presented to Mr Shotter, the first Master of the Bishopstoke National School. The Clerk offered to forward that to all Cllrs.

38.3 The Council had received a letter from Southern Water stating that as of April 2017 they would no longer be providing water services to businesses. They are selling their business to a company called Business Stream. The Clerk noted that the Council is free to choose from any water provider from April 2017 and both the Clerk and Assistant Clerk would investigate potential options.

38.4 The Council have been informed that there is a proposed bridleway diversion at the Bellway Cemetery development. Cllr Tidridge asked if this meant there was an extra route being put in place to the Cemetery and this was confirmed. The purpose of shifting the bridleway is to move the horses away from vehicles but still maintain a similar route.

38.5 The Council have received an invitation from HALC to attend their AGM in October. The Clerk will forward the invitation to all Cllrs.

Action: Clerk

39 Report on Planning Committee Meetings of 31 May 2016 and 14 June 2016 – to note resolutions and determine recommendations

39.1 The Planning Committee Minutes from 31 May and 14 June 2016 had been circulated prior to the meeting.

39.2 Proposed Cllr Mignot, Seconded Cllr Winstanley, **RESOLVED** that the minutes of the Planning Committee meetings held on 31 May and 14 June 2016 be received and accepted.

40 Report on Finance and General Purposes Committee Meeting of 12 April – to determine recommendations.

40.1 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** that the recommendation to adopt the Statement of Internal Control for the year ended 31 March 2016 be approved.

40.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** that the recommendation to adopt the Financial Accounts for the year ended 31 March 2016 be approved.

40.3 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** that the recommendation to authorise the signing of the completed Annual Governance Statement for 2015/16 be approved.

40.4 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** that the recommendation to accept the figures and authorise the signing of the Accounting Statements for 2015/16 be approved.

Initial: _____ Date: _____

41 Report on Finance and General Purposes Committee Meeting of 14 June – to note resolutions and determine recommendations.

41.1 The Finance and General Purposes Committee Minutes from 14 June had been circulated prior to the meeting.

41.2 Proposed Cllr Winstanley, Seconded Cllr Mignot, **RESOLVED** (Cllr Toher abstaining) that the Resolutions of the Finance and General Purposes meeting of 14 June be received and accepted.

41.3 Proposed Cllr Winstanley, Seconded Cllr Mignot, **RESOLVED** unanimously that the recommendation to support the Eastleigh Borough Council draft proposals on boundary changes be approved.

42 To receive the RFO's report and approve the March 2016, April 2016 and May 2016 Statements of Account

42.1 The RFO reported that NALC had now agreed the new salary scales for 2016 to 2018. This would mean a small pay rise for both Clerk and Assistant Clerk.

42.2 The March, April and May 2016 Statements of Account had been circulated prior to the meeting.

42.3 Proposed Cllr Mignot, Seconded Cllr Winstanley, **RESOLVED** unanimously that the March, April and May 2016 Statements of Account be approved as tabled.

43 To approve the repurposing of the Social Media Working Group to become a Communications Working Group, and to agree its members and interests

43.1 The Council held a general discussion about the purpose of the proposed Working Group. There were two responsibilities identified: firstly, to be involved in the delivery of Facebook content, website content and the newsletter; secondly to discuss and re-evaluate the opportunities that exist through different means of communication to promote Council business and better engage with residents, as well developing an overarching engagement strategy

43.2 The Council agreed to provide the Working Group with the target dates for the quarterly newsletter, so that the process can be worked back to allow it to be delivered on time. General agreement was reached that there should be an August issue to help promote the Carnival, and the rest would follow from there.

43.3 The Clerk was asked to arrange the first meeting as soon as practical.

Action: Clerk

Cllr Mignot left the room at this point

44 To approve continuing membership of association and other bodies

44.1 The current memberships help by the Council had been circulated prior to the meeting.

44.2 Cllr Parker-Jones asked for clarification on the timing of these memberships and it was explained that the approval is given for a 12 month period, so some of the memberships have recently been paid, some are yet to be renewed. All figures attached were for the last time the membership was paid.

44.3 Cllr Winstanley informed the Council that the SLCC is the Society for Clerks, and as such there is now a unionised element to the subscription which the Council may wish to inform its future discussions.

Initial: _____ Date: _____

44.4 Proposed Cllr Winstanley, Seconded Cllr Parker-Jones, **RESOLVED** that the continuing membership of associations and other bodies as tabled be approved.

Cllr Mignot re-entered the room at this point.

45 To approve joining the Institute of Cemetery and Crematorium Management

45.1 A briefing explaining the costs and benefits of joining the Institute of Cemetery and Crematorium Management had been circulated prior to the meeting.

45.2 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Council join the Institute of Cemetery and Crematorium Management.

Action: Clerk

46 To discuss and, if appropriate, appoint a Cemetery Working Group

46.1 Cllr Toher had asked for this Item to be on the Agenda in light of complaints and concerns that had been raised about the new Cemetery. With the Old Cemetery now coming to the end of its time, and decisions to be made about the New Cemetery, a Working Group may be appropriate to assist the Council in deciding on these matters.

46.2 The Working Group would not have authority to spend funds or take final decisions, but would be there to assist and guide the Council.

46.3 Cllr Thornton asked whether the group would be limited to Cllrs only, and offered to be part of it. Cllr Toher replied that yes, only Cllrs would be part of the group.

46.4 Cllr Parker-Jones noted that the Cemetery was a personal priority for her and offered to join the Group

46.5 Cllr Winstanley asked whether the Group would also look at the Closed Churchyards. Cllr Toher replied this had not been part of her consideration but that it did make sense. Preserving the history of the Churchyards would be of benefit.

46.6 Cllr Winstanley noted that it would be desirable to have contact with local religious leaders and funeral directors.

46.7 The Assistant Clerk stated that there are a number of decisions regarding the layout of the New Cemetery, and other issues involved in getting it up and running, that it would be useful to have the Council's input on.

46.8 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** that a Cemetery Working Group be appointed. The Clerk was asked to add the appointment of the Group to the next Full Council meeting.

Action: Clerk

47 To recognise the efforts of all those involved in making Bishopstoke residents aware of Eastleigh Borough Council's "Issues and Options" consultation, and to pass on the thanks of the Parish Council to them

47.1 Cllr Toher had asked for this Item to be added to the Agenda so that the efforts of everyone involved in making people aware of the Eastleigh Borough Council Issues and Options consultation could be thanked.

47.2 The Clerk read a statement that had previously been discussed in Planning Committee: "The Parish Council would like to offer its thanks to all the people and organisations who helped raise the profile of the Eastleigh Borough Council Issues and Options consultation, in particular highlighting

Initial: _____ Date: _____

those areas that would most impact Bishopstoke. We recognise and appreciate the hard work put in by everyone involved. We would also like to take the opportunity to encourage people to throw their weight behind the Neighbourhood Plan as it moves forward over the coming months.”

47.3 Cllr Tidridge asked that the Council also extend its support to Action Against Destructive Development, in common with other Councils in the area. At this point she passed round a document stating the Aims and Objectives of Action Against Destructive Development.

47.4 A discussion was held over whether it was appropriate for Cllr Tidridge’s request to be considered as an amendment to the original proposal, or whether it needed to be a separate Agenda Item. The Clerk was asked to add the proposal to the next Finance & General Purposes meeting.

Action: Clerk

47.5 Cllr Francis questioned whether the Parish Council had done enough during the consultation and stated her disappointment and suspicion over what she considered to be its silence. She considered that the Residents’ Association had done more to galvanise people than the Parish Council. Cllr Winstanley noted that the consultation had been publicised on Parish noticeboards, and the website and the Council had organised and hosted a Community meeting to gather resident’s opinions.

47.6 Cllr Francis also asked whether the Parish Council would be publicising upcoming Borough meetings, the next of which is at the Point. It was suggested that this be added to the press release.

47.7 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously that the statement as written in Minute 47.2 be approved and made public.

Action: Clerk

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

48.1 Cllr Parker-Jones informed the Council that she had had an initial meeting with Jo Calcutt regarding the Public Art project at Bishopstoke Park and the Cemex site. Concerns were that Bishopstoke Park was felt by Bishopstoke residents to be a separate community, and that better integration is needed. The Public Art project is one way that we can help that integration. One possible suggestion for a theme for the Art is a timeline of the History of Bishopstoke, which was thought particularly relevant given the recent discoveries at the Cemex site.

48.2 The Council was informed that Bishopstoke Park are having a Community Open Day on 30th July, and that all the services available there will gradually be opened up to the wider residents of Bishopstoke, as they are completed.

48.3 Cllr Winstanley noted that she was attempting to sort out the various parking concerns that have been raised to the Council recently regarding Bishopstoke Park.

48.4 Cllr Winstanley informed the Council she had recently attended the HALC board meeting, and had been at a presentation from Hampshire County Council on the current devolution situation. It was noted that there is a similar presentation for Parish Councillors on 19th July and Bishopstoke Parish Council has several representatives attending.

49 To receive the Clerk’s monthly report

49.1 The Clerk reported that progress on the new website was now essential as HCC have informed the Council that they are withdrawing their hosting services from the end of July.

49.2 The report on the Cemetery Fence has had to be delayed following more work than originally thought on the Memorial Inspection.

49.3 Several noticeboards are now getting towards the end of their life and so a rolling programme of replacement is being considered.

Initial: _____ Date: _____

49.4 The Clerk reported he had attended a Dementia Friends session at Bishopstoke Park, which had provided a useful insight into the lives of those who are living with dementia in all its forms. The Clerk recommended that Cllrs look into attending such a course themselves, and noted that the new website for the Parish Council is intended to be dementia friendly. Cllr Winstanley suggested that the Council might like to be involved in helping make Bishopstoke as a whole dementia friendly.

50 To consider content for the June 2016 press release

50.1 It was agreed that the press release would contain the thanks expressed by the Parish Council in Minute 47.2, and the date, time and place of the next Borough Council meeting.

51 Date, time, place and agenda items for next meeting – Tuesday 26 July 2016 at 7:30pm in the Parish Office, Riverside, Bishopstoke

There being no further business, the Chair closed the meeting at 9:55pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____