

BISHOPSTOKE PARISH COUNCIL

Minutes of the Meeting of Bishopstoke Parish Council commenced at 7.30pm on Tuesday 22 September 2015 in the Parish Office, Riverside, Bishopstoke

Present: Councillor T Mignot (Acting Chairman)
Councillor P Brown
Councillor A Cossey
Councillor J Harper
Councillor V Parkinson-MacLachlan
Councillor A Roling
Councillor V Snook
Councillor S Toher

In Attendance: Mr P J Storey (Clerk to Bishopstoke Parish Council)
Mrs C Taylor (Assistant Clerk to Bishopstoke Parish Council)

Public Session

Two PCSOs were present for part of the meeting and updated Councillors on the few existing local problems and that a Police and Community Together Meeting (PACT) would be held in Stoke Park Junior School on Wednesday 30 September 2015 at 8.00pm.

94. Election of Acting Chairman

- 94.1 Both the Chairman and Vice-Chairman had offered apologies for this meeting.
- 94.2 Proposed Cllr Snook, Seconded Cllr Cossey, **RESOLVED** unanimously that Cllr Mignot chair the meeting.

95. Apologies for absence

- 95.1 Cllrs Harris, McKeone, Thomas, Thornton and Winstanley; Cllr Lyon not present.

96. Councillors' Questions and Announcements

- 96.1 In the absence of Cllr Winstanley, the Clerk confirmed at her request that the changes to local speed limits would be introduced during the October half-term; that the Borough Council Scrutiny Panel would be questioning Southern Water on Thursday 24 September 2015 regarding the recent sewage spillage into the river; and that the final Carnival Quiz Night would be held in the Working Men's Club on Wednesday 7 October 2015.

97. Adoption of the Minutes of the Parish Council Meeting held on 28 July 2015

- 97.1 Proposed Cllr Parkinson-MacLachlan, Seconded Cllr Toher, **RESOLVED** with Cllrs Harper and Cossey abstaining (absent) that the minutes of the meeting held on 28 July 2015 be accepted as a true record.

98. Matters Arising

- 98.1 There were no matters arising not dealt with elsewhere in these minutes.

99. Declarations of Interest and Requests for Dispensation

- 99.1 Cllr Toher declared an interest in the Age Concern grant aid application from the Carnival street collection proceeds (para 105.2).

100. Correspondence

- 100.1 A letter of complaint had been received from two young ladies at the removal of the hopscotch area in the Otter Close play area when the safety surfacing was renewed. The Clerk would acknowledge and investigate reinstatement when the opportunity arose.

Action: Clerk

101. Report on Planning Committee Meetings of 11 August and 8 September 2015 - to note Resolutions and to determine any Recommendations

- 101.1 Minutes of the Planning Committee meetings held on 11 August and 8 September 2015 had been circulated with the agenda papers.
- 101.2 Proposed Cllr Snook, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes of the meetings held on 11 August and 8 September July 2015 be received and accepted.

102. Report on Finance and General Purposes Committee Meeting of 8 September 2015 – to note Resolutions and to determine Recommendations

- 102.1 Minutes of the F&GP Committee meeting held on 8 September 2015 had been circulated with the agenda papers.
- 102.2 Proposed Cllr Cossey, Seconded Cllr Parkinson-MacLachlan, **RESOLVED** unanimously that the resolutions of the meeting held on 8 September 2015 be received and accepted.
- 102.3 Proposed Cllr Cossey, Seconded Cllr Parkinson-MacLachlan, **RESOLVED** unanimously that the recommendations to sign the Transfer of Title document for Brookfield and renew the PCSO agreement for a further year be approved.

103. To receive the RFO's Report and approve the July and August 2015 Statements of Account

- 103.1 In Cllr Winstanley's absence, the Clerk sought particular support for spending up to the approved budget for clerk recruitment of £1000 on professional help and support from HALC and the HR scheme they were advertising. However, it was unclear where the dividing line existed between the payment previously made to HALC for their help and advice on inter alia recruitment and undertaking a formal recruitment process. The matter was left in abeyance pending further discussions with HALC which were scheduled for 30 September.

Action: Clerk

- 103.2 The Statements of Account and Payments Schedules for July and August 2015 had been circulated with the agenda papers.
- 103.3 Proposed Cllr Cossey, Seconded Cllr Brown, **RESOLVED** unanimously that the Statements of Account be noted and that the payments for July and August 2015 be authorised as per the tabled Schedules.

104. To approve and adopt the audited Annual Return for the year ended 31 March 2015

- 104.1 The external auditors required the formal approval and adoption of the Annual Return now that all action had been taken and the document had been returned for filing. The F&GP Committee had recommended this be done.
- 104.2 Proposed Cllr Cossey, Seconded Cllr Roling, **RESOLVED** unanimously that the Annual Return for the Financial Year 1 April 2014 to 31 March 2015 be formally approved and adopted now all necessary action had been taken.

105. To determine the Carnival street collection distribution

- 105.1 The Carnival Working Group had considered the four applications received for grants from the proceeds of the Carnival street collection and had recommended that the Scouts receive the full amount requested and that the other three applicants received one third of the balance rounded up to £130 each from the Parish Council grant aid budget.
- 105.2 Proposed Cllr Parkinson-MacLachlan, Seconded Cllr Brown, **RESOLVED** with Cllr Toher abstaining (interest in the Bishopstoke Age Concern application) that the 12th Eastleigh Scout Group be granted £75 to replace security locks; Age Concern Bishopstoke be granted £130 to assist in meeting the costs of a fully catered Christmas lunch; ARK Eastleigh be granted £130 to help cover volunteer expenses and Bishopstoke Football Club be granted £130 to assist in meeting training costs and pitch fees.
- 105.3 Following the support shown at the recent F&GP Committee meeting for the Bishopstoke Football Club, it was thought appropriate to finalise the grant aid application which previously had been deferred to the October meeting of the Committee.
- 105.4 Proposed Cllr Cossey, Seconded Cllr Parkinson-MacLachlan, **RESOLVED** unanimously that £870 be granted to the Bishopstoke Football Club to assist in meeting the costs of training and pitch fees.

106. Road names for the Stoke Park Farm development

- 106.1 EBC was seeking suggestions for road names on the proposed Stoke Park Farm development and Councillors had been circulated for their thoughts.
- 106.2 It was agreed that the long main spine road should be known as 'Cemetery Road', the short cul de sac to the north of the spine 'Judge's Gully' and the larger area of housing served by culs de sac to the south of the spine road 'Bow Lake'. The Clerk would inform EBC accordingly.

Action: Clerk

107. Neighbourhood Plan update

- 107.1 The Clerk reported receipt of 48 questionnaires to date with a return deadline 30 September 2015. Two people had also volunteered to serve on the steering group. An analysis of responses would be made in October and further approaches made to those who might have a useful contribution to make to the Plan itself in the hope of getting a steering group of around 10 - 15 people.

Action: Clerk

108. To receive reports from County, Borough and Parish Councillors

- 108.1 Cllr Parkinson-MacLachlan recommended attendance at the opening season of activities at The Hub and thought it appropriate for Councillors to welcome the new Methodist Minister to the Parish. The Clerk would write accordingly.

Action: Clerk

- 108.2 Cllr Cossey stated that Twynams Charity was still seeking an occupant for their vacant property and encouraged all present to spread the word. Notices advertising the vacancy had been posted on the Parish notice boards.
- 108.3 Cllr Toher reported that an asbestos survey on the Memorial Hall had shown that the asbestos present was of the low risk variety.
- 108.4 Cllr Brown indicated his willingness to stand down from the Twynams Board of Trustees due to work pressures if a replacement was forthcoming.

Action: All

109. Clerk's Monthly Report

- 109.1 Two volunteers for Community Speedwatch had come forward at the Carnival which, if others who had previously expressed an interest remained willing, meant we could now approach the Police with a view to formal training.

Action: Clerk

- 109.2 NALC currently ran a direct access scheme whereby larger councils could gain their legal advice directly from NALC and they were considering extending the scheme to medium size councils. HALC were seeking clarification from member councils on whether or not they wished to go directly to NALC for legal advice or stay with HALC. The Clerk's view was that we should stay with HALC.
- 109.3 Proposed Cllr Parkinson-MacLachlan, Seconded Cllr Toher, **RESOLVED** unanimously that BPC should remain with HALC for legal and quasi-legal queries.
- 109.4 The Clerk drew Members' attention to the fly tipping at Manor Farm allotments where a lorry load of chippings had been dumped and the remains of the purpose-built fire in the grounds of the Cemetery. The Police would include more frequent patrols in both areas.
- 109.5 The Clerk also drew Members' attention to recent informal meetings held with Bellway Homes re the Stoke Park Farm development and with Cemex Ltd re the Breach Lane/Church Road development by quoting from the minutes of the planning meeting held earlier. These stated –

Cllrs Winstanley and Harris, the Clerk and Assistant Clerk had met with the EBC planner to informally discuss some of the detail in the Bellway Homes planned development at Stoke Park Farm. Points raised included the approach road which would be built to an adopted standard but not subsequently adopted; a water supply being required for the new Cemetery and allotments; the new Cemetery required fencing and gates; the internal design of the allotment shed and toilet provision; relocation of hearse parking to a separate reserved parking area with turning capability; the current public path would remain through the centre of the new Cemetery site; two additional internal paths were requested to enable easy access to rows of plots; the ability of the pumping station to cope was queried; the electricity sub-station should be relocated away from the car parking area and ideally all services should be buried underground. As a result of this part of the report, the Clerk was instructed to write to the EBC planners restating the need for the path through the new Cemetery centre to be re-routed to the perimeter.

The Clerk and Assistant Clerk had also met with allotment designers from Cemex Ltd to discuss plans for the new allotments at the Breach Lane/Church Road development which would be incorporated into the public consultation to be held in the BCA between 3.00pm and 7.00pm on Monday 28 September 2015. Fliers had been distributed to dwellings in the area by Cemex.

110. September 2015 press release

- 110.1 It was agreed that mention would be made of the successful Carnival, Neighbourhood Plan questionnaire, Carnival and Parish grants awarded, the Twynams vacancy, Community Speedwatch volunteers and that the Parish Council welcomed the introduction of reduced speeds along Alan Drayton Way and other local roads in our built up areas.

Action: Clerk

111. Date, Time and Place of Next Meeting

- 111.1 The next meeting of the Parish Council would be on Tuesday 27 October 2015 at 7.30pm in the Parish Office, Riverside, Bishopstoke.

There being no further business, the Chairman closed the Meeting at 8.15pm.