

**Minutes of a Meeting of the Bishopstoke Parish Council  
held at Bishopstoke Methodist Church  
commencing at 7.30pm on 14 May 2024**

**Present:** Councillor Peter Brown  
Councillor Sid Dajani  
Councillor Andrew Daly  
Councillor Geoff Harris  
Councillor Louise Hillier-Wheat  
Councillor Mark Kirby  
Councillor Trevor Mignot  
Councillor Andy Moore  
Councillor Des Scott  
Councillor Mike Thornton  
Councillor Anne Winstanley

**In Attendance:** Mr David Wheel (Clerk to Bishopstoke Parish Council)

**Public Session** 1 member of the public was present.

**FULL\_2425\_M01/**

Cllr Hillier-Wheat chaired the opening of the meeting as the Chair from the previous year. She welcomed everyone to the new Council year.

**1 Delivery of Declarations of Acceptance of Office**

1.1 The Clerk confirmed that all twelve Councillors elected had signed their Declaration of Acceptance of Office in front of the Clerk and were eligible to be seated as Bishopstoke Parish Councillors.

**2 Apologies for Absence**

2.1 Apologies had been received and were noted from Cllr Burcombe-Filer.

**3 Election of Chair**

3.1 The Chair asked for nominations to be Chair for the coming year, 2024-25.

3.2 Proposed Cllr Harris, Seconded Cllr Winstanley, **RESOLVED** unanimously that Cllr Hillier-Wheat be re-elected to Chair the Council for the year 2024-25.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

#### 4 Election of Vice Chair

4.1 The Chair asked for nominations to be Vice Chair for the coming year, 2024-25.

4.2 Proposed Cllr Winstanley, Seconded Cllr Brown, that Cllr Harris be re-elected Vice Chair for the year 2024-25.

4.3 Proposed Cllr Moore, Seconded Cllr Thornton, that Cllr Moore be elected Vice Chair for the year 2024-25.

4.4 Voting was done by a show of hands with eight votes for Cllr Harris and one for Cllr Moore, and therefore it was **RESOLVED** that Cllr Harris be re-elected Vice Chair for the year 2024-25.

4.5 Cllr Dajani asked whether in future it would be possible to ask those standing for Chair or Vice Chair to prepare a few words on why they would like to be chosen. The Clerk noted that this would potentially cause a problem if someone were to be nominated without expecting it, but it is something that the People Committee could look into for future years.

**Action: Clerk – Add to the People Committee agenda a discussion on modifying the process for electing future Chairs and Vice Chairs.**

#### 5 To adopt and sign Minutes of the Parish Council meeting held on 30th April 2024

5.1 The minutes of the meeting had been included with the supporting papers.

5.2 Proposed Cllr Winstanley, Seconded Cllr Daly, **RESOLVED** unanimously that the minutes of the Parish Council meeting held on 30<sup>th</sup> April 2024 be adopted and signed.

**Action: Clerk & Chair – to sign and publish the minutes and document pack.**

#### 6 To consider the co-option of new members of Bishopstoke Parish Council

6.1 The Council was considering an application to be co-opted from Mr Jim Saunders. Mr Saunders briefly gave the Council an idea of why he felt he would be a good asset for the Council, and Cllrs had an opportunity to ask questions of him.

6.2 Proposed Cllr Hillier-Wheal, Seconded Cllr Harris, **RESOLVED** unanimously that, in view of the confidential nature of the business about to be discussed, it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

*Mr Saunders left the room at this point.*

6.3 Cllrs discussed Mr Saunders application and potential suitability to be a Bishopstoke Parish Councillor. Generally, Cllrs felt that they would like more time to think about the matter. This would also give Cllrs more chance to ask questions if they wished and for Mr Saunders to add to his application if he wanted to.

6.4 Proposed Cllr Harris, Seconded Cllr Daly, **RESOLVED** that the decision on whether to co-opt Mr Saunders be deferred until the next Council meeting.

*Mr Saunders came back into the room at this point,*

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

6.5 The Chair informed Mr Saunders of the Council's decision. The Clerk noted that the next set meeting of the Parish Council is on July 9<sup>th</sup> but if the Borough Council is unwilling to grant an extension this will be brought forward to June 25<sup>th</sup>. The Clerk also noted that further questions may be sent to Mr Saunders and that if he wanted to add to his application, he was welcome to do so.

*Cllr Moore and Mr Saunders left the meeting at this point.*

## **7 Declarations of Interest and Requests for Dispensations**

7.1 No declarations or requests were made.

## **8 To adopt the General Power of Competence**

8.1 The Clerk confirmed to Council that with twelve elected Councillors and a CiLCA qualified Clerk, the Council meets the criteria for adopting the General Power of Competence.

8.2 Proposed Cllr Harris, Seconded Cllr Thornton, **RESOLVED** unanimously that Bishopstoke Parish Council meets the eligibility criteria to exercise the General Power of Competence as defined in the Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012, as enabled by the Localism Act 2011, and therefore adopts the power for the coming term of office of the Council.

## **9 Reports from Officers and Councillors**

9.1 Council had received a written report from Eastleigh Borough Councillor Gin Tidridge which was provided in the document pack for the meeting and was noted.

9.2 The Clerk's report had been included in the document pack and was noted. Additionally, the Clerk noted that two new volunteers had come forward to help with Carnival and Borough Councillor Tidridge had offered to help with D Day Sports Day, and the Clerk would be contacting them on the following day.

9.3 The Clerk also noted the statement signed by the Council confirming there were no conflicts of interest with BDO. Council were informed that this statement is now part of the audit process and that each year it will need to be signed. This was being brought to new Cllrs attention to enable them to check for themselves whether they have a conflict of interest and, if so, to bring it to the Clerk's attention so that it can be dealt with.

9.4 Cllr Winstanley informed the Council that Twynam's Charities have a current tenant vacancy and that the tenancies generally are being updated. Additionally, Eastleigh Citizens Advice have received a lottery grant to help them retain their volunteers.

9.5 Cllr Thornton informed the Council that in order to raise money for work to be done on St Mary's Church tower they had recently held a quiz which had raised over £1,000.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

## **10 To determine membership of Committees, Working Groups and other appointments**

10.1 The following appointments were made and accepted by Council:

Finance Committee – Cllrs Thornton, Hillier-Wheat, Winstanley, Burcombe-Filer and Mignot.

Assets Committee – Cllrs Hillier-Wheat, Harris, Winstanley, Kirby and Mignot.

Planning Committee – Cllrs Moore, Hillier-Wheat, Daly, Mignot and Scott.

Communications – Cllrs Hillier-Wheat and Winstanley.

Glebe Meadow – Cllrs Hillier-Wheat, Mignot, Winstanley and Harris.

Carnival – Cllrs Brown, Hillier-Wheat, Kirby, Winstanley and Harris.

Airport Consultative Committee – Cllr Harris with Cllr Winstanley as Deputy.

Bishopstoke Community Association – Cllr Hillier-Wheat.

Bishopstoke Parochial Charities – Cllr Winstanley.

Passenger Transport Forum – Cllr Mignot.

Greening Campaign – Cllr Thornton.

Neighbourhood Plan – Cllr Mignot.

Eastleigh District Association of Local Councils – Cllrs Hillier-Wheat and Winstanley.

10.2 The Clerk informed Councillors that their attendance is important and that should any Cllr go six months without attending any meeting where they are representing the Council then they would lose their seat automatically. However, the Clerk also noted that having apologies voted on and accepted would reset the clock, and that once a Cllr reached five months then the Clerk would reach out to let them know.

## **11 To note the meeting dates for the year 2024-2025**

11.1 It was agreed that all Cllrs would receive calendar invitations for all meetings. The Clerk noted that all Cllrs are entitled to attend all Council meetings, although only members of the Committee can vote. The meeting dates were noted.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

**12 To consider content for the next press release**

12.1 The Council agreed that the next press release would include the re-election of Cllrs Hillier-Wheat and Harris as Chair and Vice Chair; D Day Sports Day on June 8<sup>th</sup> and Carnival on September 7<sup>th</sup>, including another call for volunteers.

**Action: Clerk – to draft the press release and circulate it to the Communications Group**

**13 To agree the date, time and place for the next meeting**

13.1 The next meeting will take place on Tuesday July 9<sup>th</sup> 2024, at 7:30pm in Bishopstoke Methodist Church. Any Cllr wishing to have an item on the agenda should provide the item and any supporting papers to the Clerk by July 2<sup>nd</sup>.

13.2 Councillor Harris gave his apologies for the July 9<sup>th</sup> meeting.

*There being no further business, the Chair closed the meeting at 8:45pm.*

DRAFT

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_