

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 22 November 2016

Present: Councillor A Winstanley (Chair)
Councillor P Brown
Councillor G Chaffey (from the Public Session)
Councillor A Daly
Councillor A Dean
Councillor J Francis
Councillor C Greenwood
Councillor T Mignot
Councillor A Moore
Councillor L Parker-Jones
Councillor M Thornton (from the Public Session)
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)
Andy Thompson (Bishopstoke, Fair Oak and Horton Heath – BIFOHH – Local Area Manager)

Public Session 7 members of the public were present.

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Public Session

Cllr Winstanley, as Chair, introduced both Louise Cutts, representing Bargate Homes and Andy Thompson, the new Local Area Manager (LAM) of the Bishopstoke, Fair Oak and Horton Heath Local Area Committee (BIFOHH LAC). Cllr Winstanley, responding to questions from the members of the public, explained that residents are allowed to speak in the public session, and that they would also be allowed to speak on specific agenda items if they were attending for that.

Louise Cutts (LC) explained that she was attending as part of her and Bargate's commitment to engage with residents regarding their proposed development on Church Road. LC expressed disappointment that the Planning Committee had voted to object to the plans. Going forward, alterations were already being made to the plans in response to responses to the consultation. The plans have been amended to include the definitive line of the public footpath; parking spaces for visitors had been annotated on the plan and the fencing along the footpath would be "soft" (natural) rather than simply ordinary fence.

Cllr Chaffey arrived at this point

The Clerk was asked to read out the full text of the Planning Committee's objection. A resident asked whether the Parish Council had any power to stop the development and was unhappy when informed that they did not. Cllr Winstanley explained that the decision will be taken by Borough Cllrs at a Local Area Meeting, at which members of the public are welcome to attend and speak. Any who object to the plan beforehand will receive personal notification of when the meeting is to take place. Cllr Winstanley explained that no decision is allowed to have been made by Cllrs before the meeting due to the quasi-judicial nature of planning. All Cllrs are required to consider each application with an open mind.

Initial: _____ Date: _____

Cllr Thornton arrived at this point

It was noted that there had been some difficulty for some Cllrs and residents reading the consultation responses due to the .msg format they are in. Cllr Toher undertook to send the text of the responses to the Council and the Clerk was asked to let the Case Officer know there is an issue with this format.

Action: Cllr Toher and the Clerk

The number of parking spaces was questioned – originally 75 had been the number of spaces, but the current plans only had 70. LC explained that there was still an over-provision of parking and that the road itself would be wide enough to allow cars to park along it. Cllr Toher expressed her worry that the road could be used for access for further development in the fields at the back of Bargate's application. LC stated that she was not aware of any other application being prepared in the area.

A resident wished to know why the on-site notice regarding the application had disappeared after a week, and wanted to know who was actually being notified of these plans. Cllr Winstanley stated she would pass on details of the missing notice to planning. The list of all those being notified was then read out, but the residents felt it should cover a wider area.

A resident asked what type of houses were in the plans. LC replied there were currently 2 x 1 bed flats; 4 x 2 bed flats; 6 x 2 bed house; 14 x 3 bed house and 4 4 bed house. The flats had been suggested by the Borough Council. It was confirmed that there would be another opportunity to object even if the plans go forward.

The resident believed that the area of people being notified should be far greater. LC offered to contact him personally to discuss his concerns. LC stated that she was aware of concerns regarding health and social infrastructure, and that Bargate would not seek to negotiate their contributions down in these areas.

The Clerk was asked whether it was possible to put the main plan on the Parish noticeboards. The Clerk replied that he would do so if there were enough space, but he would certainly put a link on the website.

Action: Clerk

At this point there was a short break, during which LC and 4 members of the public left.

Andy Thompson then introduced himself as the new Local Area Manager for BIFOHH. He has worked at EBC for 16 years, mostly in project management, and was looking forward to working with and supporting the Parish going forward.

107 Apologies for Absence

107.1 Apologies had been received and accepted from Cllr Roling.

108 Councillors' Questions and Announcements

108.1 Cllr Winstanley thanked those who had attended the Armistice service and the laying of the wreath which she had done on behalf of the Parish Council. She reported that the Sunday service had also been well attended.

108.2 Cllr Tidridge asked if the Clerk had received any reply regarding the bridleway at the Cemetery and the Clerk reported he had not.

108.3 Cllr Toher noted that there was now no public transport to the top of Bishopstoke and asked whether the Parish could consider funding a Community bus. There was also discussion of whether the County could be asked to reinstate funding for the taxi service that was withdrawn when the bus service started. The Clerk was asked to add the Community bus to the Finance and General Purposes committee agenda for their next meeting.

Initial: _____ Date: _____

Action: Clerk

108.4 Cllr Daly asked about the closure of the public toilets at the Hub. Andy Thompson stated that they had been shut due to inappropriate behaviour that was happening there. While they are closed, residents are able to use the toilets within the Hub itself, including when the Hub is open on Sunday.

108.5 Cllr Francis asked whether, in future, the agenda could be altered so that details of anyone attending the public session to report on planning could be made more prominent. The Clerk explained that the size of items on the agenda depended entirely on how many items there were.

109 To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 25 October 2016

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

109.2 Proposed Cllr Mignot, Seconded Cllr Chaffey, **RESOLVED**, with Cllrs Greenwood, Moore and Parker-Jones abstaining (absence), to adopt as a true record the minutes of the Parish Council meeting held on 25 October 2016.

110 To consider Matters Arising from the above Minutes

110.1 Minute 99.4 The Clerk reported he had sent the request for EBC to produce a letter to Toby Ayling.

111 Declarations of Interest and Requests for Dispensations

111.1 Cllr Toher declared an interest in the F&GP recommendation regarding the Bishopstoke Memorial Hall Grant (Secretary of Management Committee), as did Cllr Winstanley (Borough representative on the Management Committee), Cllr Parker-Jones (member of Bishopstoke Players) and Cllr Moore (County Grant money has been previously provided).

112 Correspondence received

112.1 The Clerk reported he had received notice that a PACT (Police and Community Together) meeting was taking place at Stoke Park Junior School on 23 November immediately following the Local Area Committee meeting. All Cllrs are invited along.

112.2 The Council has also been offered the opportunity for some Cllrs to undertake training regarding Footpaths, Rights of Way, and learn about becoming a Hampshire County Council Path Warden. The Clerk stated he would forward the invitation to all Cllrs.

Action: Clerk

113 Report on Planning Committee Meetings of 25 October and 15 November 2016 – to note resolutions and determine recommendations

113.1 The Planning Committee Minutes from 25 October and 15 November 2016 had been circulated prior to the meeting.

113.2 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that the minutes of the Planning Committee meetings held on 25 October and 15 November be received and accepted.

114 Report on Finance and General Purposes Committee Meeting of 15 November 2016 – to note resolutions and to determine recommendations.

114.1 The Finance and General Purpose Committee meeting minutes from 15 November had been circulated prior to the meeting.

Initial: _____ Date: _____

114.2 The Clerk was requested to ensure that if meeting dates are altered in future, all Cllrs are made aware.

Action: Clerk

114.3 Proposed Cllr Thornton, Seconded Cllr Winstanley, **RESOLVED** unanimously that the resolutions from the Finance and General Purpose Committee meeting of 15 November be noted.

114.4 Proposed Cllr Thornton, Seconded Cllr Winstanley, **RESOLVED** unanimously except where noted that the Recommendations to grant £750 to Bishopstoke Memorial Hall (Cllr Toher abstained), adopt the Terms of Reference for Working Groups, engage Do The Numbers as the Internal Auditor for 2017-18, and adopt the recommended changes to the Travel Token scheme all be approved.

115 To receive the RFO's report and approve the October 2016 Statement of Account

115.1 The RFO reported that grants have now been paid to the Guides, Stoke Park Infants' Association, New Hope, Age Concern and ARK Eastleigh. Cllr Winstanley informed the Council that Christine Bruce had thanked the Council on behalf of the Guides.

115.2 The October 2016 Statement of Account had been circulated prior to the meeting and was noted.

116 To determine the Precept and Expenditure budget for 2017-18

116.1 An updated budget briefing document and spreadsheet had been circulated prior to the meeting.

116.2 The Clerk went through the briefing document and the reasons for the one-off costs, as well as any significant changes in ongoing costs. Discussions followed regarding whether any of the budget lines needed increasing or decreasing, the required level of reserves and how soon it should be achieved, and the impact different rises in precept might have. The Council were aware that given Bishopstoke Parish Council's comparatively low Council Tax any significant rise in precept would translate into a seemingly high percentage increase, but the net effect was likely to be no more than £5 per year per band D household. It was felt that, given some of the significant costs being faced by the Parish Council in the coming years, that a significant precept rise may well be justified, but it was acknowledged that this needed to be accompanied by good communications to explain what the money would be spent on. Concern was also raised about the potential prospect of future precept rises being capped following the Local Government Finance Consultation.

116.3 Cllrs identified the Cemetery fence as an item that could be looked at again with a view to bringing the budget down. The Clerk was asked to investigate other possible fencing solutions. Cllrs were also asked to contact the Clerk if they wanted any other budget lines to be re-investigated. The Clerk would then bring a revised budget to the December Finance & General Purposes meeting.

Action: All

117 To determine Burial Board fees and Allotment Tenants' charges 2017-18

117.1 Cllr Parker-Jones noted that the Cemetery Working Group had compared the recommended Burial Board fees with other local Burial Boards and Bishopstoke Parish Council would still cost less.

117.2 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that the recommended Burial Board fees for 2017-18 be accepted.

117.3 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that the Allotment fees remain unchanged for the year 2017-18.

Initial: _____ Date: _____

118 To amend Section 3 of Standing Orders to include “All supporting papers shall be provided 3 clear working days in advance together with the agenda for all full council, committee, and sub-committee meetings”

118.1 Following discussion, the Council agreed that it was not possible to guarantee that papers would be ready at the same time as the agenda. It was noted that the aim should always be to send out the papers at the same time as the agenda.

118.2 Cllrs agreed that adding detail to the agenda to show whether paperwork was attached, to follow or not necessary would be useful. It was also agreed to amend the wording of the proposal to “All supporting papers should . . .”

118.3 Proposed Cllr Parker-Jones, Seconded Cllr Tidridge, **RESOLVED** unanimously that Section 3 of Standing Orders be amended to include “All supporting papers should be provided 3 clear working days in advance, with the agenda, for all full council, committee and sub-committee meetings. Where this is not possible the agenda should be annotated to indicate which papers are attached and which are to follow.”

Action: Clerk

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

119.1 Cllr Winstanley reported that all Cllrs are invited to attend a meeting regarding the Local Plan, which is being held on Wednesday 14th December at Kings Community Church, Hedge End. This will be followed by a Full Borough Council meeting on Thursday 15th December at the same location. All Cllrs are also invited to a briefing on the work of the Y-Zone taking place on Monday 28th November at 5:30pm.

119.2 Cllr Daly reported that the bus stop by the river on Riverside was regularly being flooded. Cllr Winstanley advised Cllr Daly that this should be reported to the County Council.

119.3 Cllr Moore reported that the bus stop flooding is being dealt with. Cllr Moore also stated that a broken manhole cover by the end of Sayers Road had been repaired. Cllr Moore informed the Council that the yellow lines that were previously on Hamilton Road were being repainted in the near future. Roadworks are also to take place soon on Stoke Common Road and on Alan Drayton Way near Mitre Copse.

119.4 Cllr Toher reported that she had attended a recent meeting of the Bishopstoke Memorial Hall Management Committee. The fire alarm has recently been upgraded, and the insurance has been paid. Cllr Toher stated she had also recently attended the Armistice services at the Memorial Hall and in Eastleigh.

119.5 Cllr Tidridge reported that she had been in touch with the County Council to inform them that the stated alternative bridleway at the Cemetery does not exist. She had requested that they investigate this as a matter of urgency.

120 To receive the Clerk’s monthly report

120.1 The Clerk reported that his training for the CiLCA qualification had continued. He had also attended other training and various meetings throughout the month, including one looking into putting a bench in place near the Otter Close play area. He also reported that he was awaiting confirmation of the details of the Code of Conduct training with Steven Lugg on 19 January. Additionally, a new noticeboard for Jockey Lane is being ordered, as is verge protection for the grass at the Cemetery.

Initial: _____ Date: _____

121 To consider content for the November 2016 press release

121.1 It was agreed that the press release would mention the grant for Bishopstoke Memorial Hall, the changing fees for the Burial Board, the unchanging fees for allotments, that the Council was discussing the precept for 2017-18 and the dates of the next Finance & General Purposes meetings.

122 Date, time, place and agenda items for next meeting – Tuesday 24 January 2017 at 7:30pm in the Parish Office, Riverside, Bishopstoke

122.1 Agenda items to the Clerk by Tuesday 17 January 2017 please.

There being no further business, the Chair closed the meeting at 10:20pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____